



## **Biddeford Saco Old Orchard Beach Transit Committee**

### **AGENDA**

**Virtual Meeting - Zoom**

**February 24, 2022**

**4:00 PM – 5:30 PM**

<https://us06web.zoom.us/j/87595505856?pwd=ZmdBTzFtNVkxWG9CQVhRZnBOOUVzUT09>

Dial by your location

+1 929 205 6099 US (New York)

Meeting ID: 875 9550 5856

Passcode: 760303

<b>Agenda Item</b>	<b>Responsibility</b>	<b>Action or Information</b>
1.) Call to Order	Greg Tansley	Action
2.) Roll Call / Ascertain Quorum	Greg Tansley	Action
3.) Public Comment	Greg Tansley	Information
4.) Approval of Previous Minutes – January 2021	Greg Tansley	Action
5.) Chairperson Report	Greg Tansley	Information
6.) Executive Director Report	Chad Heid	Information
7.) Governance Subcommittee Report <ul style="list-style-type: none"><li>• Bylaw Review Update</li></ul>	Staff	Information
8.) Finance Subcommittee Report <ul style="list-style-type: none"><li>• Financial Report</li><li>• Diesel Fuel Procurement</li></ul>	Staff	Both
9.) New Business		Information
10.) Adjournment		Action



Biddeford Saco Old Orchard Beach Transit Committee  
**Meeting Minutes**  
**January 27, 2022**  
**4:00 PM**  
**Virtual Meeting – Zoom**

1. **Call to Order** – Chair Greg Tansley called the meeting to Order at 4:02 PM.
2. **Roll Call** – Members virtually present: Amanda Jens, Curt Koehler, Phil Hatch, Jen Hayes, Jessa Berna, Doris Ortiz, Maya Atlas, Greg Tansley. Absent: Kenny Blow, excused.  
Staff present: Chad Heid, Caroline FreeSpirit, Rod Carpenter, Craig Pendleton, Anne Austin.
3. **Public Comment** – No comment from the public at this time.
4. **Approval of the Previous Meeting Minutes** –

**Motion by Curt Koehler to approve the meeting minutes of December 9, 2021. Phil Hatch seconded. Roll call vote: Amanda Jens, Curt Koehler, Phil Hatch, Jen Hayes, Jessa Berna, Doris Ortiz, and Maya Atlas voted in favor. Motion passed unanimously. Minutes approved.**

5. **Election of Officers** – Chair and Vice Chair for 2022

**Motion by Phil Hatch to re-appoint Greg Tansley as Chairperson and Kenny Blow as the Vice Chair for Biddeford Saco Old Orchard Beach Transit Committee with the intention that the next round of voting we will move into a process of rotating the Chair and Vice Chair positions. Jen Hayes seconded. No other discussion. Roll call vote: Amanda Jens, Curt Koehler, Phil Hatch, Jen Hayes, Jessa Berna, Doris Ortiz, and Maya Atlas voted in favor. Motion passed unanimously.**

6. **Labor Contract Review and Ratification**

Chad Heid, Executive Director, reviewed his Executive Summary of the BSOOB Transit – ATU Local 714 Collective Bargaining Agreement in detail including the compensation package, policies and procedures, operator classification distinction, and outstanding Memorandums of Understanding (MOU.)

Major points – providing wage increases, schedule of increases, retroactive pay of difference in wages back to July 1, 2021, adjustment of holidays, and defined discipline track. MOUs will be crafted for work picks, vacation picks, schedule of work and uniforms over the next 18 months.

Committee members discussed and had questions on some articles within the CBA including those concerning administrative duties, jury duty pay, professional requirements for driver's license endorsements, and lay off/ recall. Chad Heid, Executive Director clarified intent in the language of the CBA.



**Motion by Phil Hatch to ratify the BSOOB Transit – Amalgamated Transit Union Local 714 Collective Bargaining Agreement as presented. Seconded by Curt Koehler. No further discussion. Roll call vote: Amanda Jens, Curt Koehler, Phil Hatch, Jen Hayes, Jessa Berna, Doris Ortiz, and Maya Atlas voted in favor. Motion passed unanimously. Collective Bargaining Agreement approved.**

**7. GPCOG ARPA Scoring Process Update** – Chad Heid reviewed that GPCOG uses a scoring process to award funding. The scorers in the ARPA project (\$8.1 million) were said to be unbiased or neutral third parties, meaning with no interest in the project. However, it was revealed that the scorers included members of the staff of the City of Portland Planning department, former professional staff in local government in Saco, and new planning staff at SMPDC. Chad requested GPCOG to clarify how the scorers were chosen. Important for them to provide clarity and transparency. Chair Greg Tansley shared the same concerns regarding the scorers chosen and supports Chad's concerns.

**8. Chairperson Report** – None at this time.

**9. Executive Director Report** – Chad Heid acknowledges COVID-19 cases increasing at BSOOB Transit this month. We have enforced our mask mandate and encourage those who are having symptoms to stay home, to do self-assessments at home. With increasing cases, we want to keep this on our radar.

Organizationally, there have been some realignments. Craig Pendleton is now the Director of Transportation, attending to our operations, workforce and customer experience.

General Transit Feed Specification (GTFS) is now built and in final QA acceptance with Google mapping. Close to the finish line.

BSOOB Transit website has undergone some improvements. More streamlined and easier to read. Added bus route numbers.

## **10. Governance Subcommittee Report –**

**Bylaw Review Update:** Chad Heid shared the current effort is a reading and recommendation from the committee members for staff present a number of proposals for revisions to the bylaws. Staff has made suggestions and members will work through each. Examples include what constitutes a quorum in a subcommittee, what are the roles and responsibilities of our Chair and Vice Chair, does the committee have the power to appoint an Executive Director, etc.

Next meeting of the Governance Subcommittee is February 15<sup>th</sup>.



**11. Finance Subcommittee Report** – Chad Heid reviewed what was discussed at the Finance Subcommittee meeting, including the grants summary document. Chad will be drafting a letter to the municipalities expressing the intent of what will be expected for the upcoming fiscal year concerning local match. Also discussed at the meeting: Labor negotiations, ARPA, CARES and the RFPs.

Financial Report: Caroline walked through the financial update through December 31, 2021.

- Received a new commitment from Maine DOT for \$700,000 in funding Intercity through CRSAA which covers 100% of operating expenses again.
- Health insurance renewed with Anthem. Two employees opted for PPO Plan.
- Currently receiving fuel at contracted price of \$1.39/gallon, significantly below market rate, reason we are below budget on fuel usage.
- Given the rapid increase in fuel prices, the next budget revision may project near \$3.00/gallon.
- We have sufficient fuel to last until March under the current contract. RFP planned for next contract for diesel.
- As we transition to electric buses we will see a decrease in diesel usage, but it is entirely likely that depending on peak usage for charging electric buses, we may not actually be saving any money as the electric charge will increase.
- RKO is finishing the audit. Delay due to shortage in their staffing.
- There are a number of grant opportunities nearing the application deadline period. Regionally there will be a competitive round of ARPA (American Recovery Plan Act) funded projects evaluated by GPCOG; as well as a few paths towards discretionary Federal grants, Bus and Bus Facilities competitive program (5339b) and the Lo-No Emissions program (5339c.)
- FTA noticed that GPCOG had shorted BSOOB Transit \$151k in the Phase II apportionments. As a result, the Phase V CARES Act split letter has been increased \$151k to correct and get us back to even.

**12. New Business** – None.

**13. Adjournment** – Chair Greg Tansley adjourned the meeting at 5:36 PM.



**BSOOB Transit Governance Subcommittee  
Meeting Agenda**

**February 15, 2021**

**3:00 PM – 4:30 PM**

**Virtual Meeting**

<https://us06web.zoom.us/j/86515437678?pwd=djQzYndZVzU4NjhtNTVVL2tNa2dOUT09>

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 865 1543 7678 Passcode: 606130

<b>Agenda Item</b>	<b>Responsibility</b>	<b>Action or Information</b>
1.) Call to Order	Kenny Blow	Action
2.) Roll Call / Ascertain Quorum	Kenny Blow	Action
3.) Public Comment	Kenny Blow	Information
4.) Approval of Previous Minutes – January 2022	Kenny Blow	Action
5.) Municipal Outreach Options	Staff	Information
6.) Governance / Policy Discussion Items <ul style="list-style-type: none"><li>• Muni Order Follow Up</li><li>• Administrative Review</li><li>• Policy Clarifications</li><li>• Retitling / Reclassification</li></ul>	Staff	Both
7.) Administrative Discussion Items <ul style="list-style-type: none"><li>• Committee Chair Nomination</li><li>• Subcommittee Schedule</li></ul>		Both
8.) New Business		Information
9.) Adjournment		Action



**BSOOB Transit Governance Subcommittee  
Meeting Minutes  
January 19, 2022  
3:00 PM – 4:30 PM**

**Virtual Meeting Information**

<https://us06web.zoom.us/j/87111057317?pwd=aXFkcVVXcmthNlVnczNuWUpOMWs5dz09>

Meeting ID: 871 1105 7317 Passcode: 077294

- 1. Call to Order** – Kenny Blow called the meeting to Order at 3:03 PM.
- 2. Roll Call/ Ascertain Quorum** – Members present: Kenny Blow, Jessa Berna, Jen Hayes, Maya Atlas. Absent: Chair Greg Tansley, Amanda Jens. Staff present: Chad Heid, Craig Pendleton, Anne Austin.
- 3. Public Comment** – None.
- 4. Approval of Previous Meeting Minutes** –

**Motion by Maya Atlas to approve the Governance Subcommittee meeting minutes of November 15, 2021. Seconded by Jen Hayes. No further discussion. All in favor. Minutes approved unanimously.**

**5. Governance/Policy Discussion Items**

Review of By-laws – Plan for this meeting is to walk through the document with the recommended supplements made by staff. Executive Director, Chad Heid, shared screen to review the mark-ups/ track changes on the Transit Agreement, reviewing each article and section modified.

There are significant proposed changes to the Transit Agreement and all subcommittee members agree to time will be needed to review and continue dialogue over the next few meetings to ensure consensus is reached prior to introducing the changes to the municipalities. This is not intended to be a quick process, but rather a thorough one so all feel good about the outcome.

Subcommittee members agreed next steps would be to independently focus on the following and at the next meeting share thoughts on:

- Order of the Municipalities
- Naming of the Board of Directors versus Committee
- Naming the role of the Executive Director
- Terminology of Chairperson and Vice Chairperson.



**6. Administrative Discussion Items –**

Committee Chair Nomination – Chad Heid shared expectations of the Governance Subcommittee Chair would be one who is eager to share his/her perspectives, energize the process to completion, hold all to task and be an advocate to the municipalities.

No decisions on Governance Subcommittee Chair made at this time.

Subcommittee Schedule- **Next meeting** will be virtual on Tuesday, **February 15, 2022 at 3:00 PM.**

**7. New Business – None.**

Maya Atlas inquired as to whether each member should individually make track changes in Google to the Transit Agreement reviewed today. Chad Heid responded that he will send each member a copy of the document that each member can redline and send back to him. Chad will compile the information for the next meeting.

On the labor front, Chad Heid shared that all of the articles in the Collective Bargaining Agreement (CBA) have been tentatively agreed to. Union eligible members are being presented the materials January 20<sup>th</sup> and 21<sup>st</sup>. They will vote and if approved, the CBA will be presented to the Transit Committee at the January 27, 2022 meeting.

**8. Adjournment** - Meeting adjourned at 4:06 PM.



**BSOOB Transit Finance Subcommittee  
Meeting Agenda**

**Virtual - Zoom  
February 22, 2022  
12:00 PM – 1:30 PM**

Join Zoom Meeting

<https://us06web.zoom.us/j/85932047843?pwd=RXdNVUFINXJXaCtLZlV2QTF0bXJxUT09>

Meeting ID: 859 3204 7843

Passcode: 999452

<b>Agenda Item</b>	<b>Responsibility</b>	<b>Action or Information</b>
1.) Call to Order	Kenny Blow	Action
2.) Roll Call / Ascertain Quorum	Kenny Blow	Action
3.) Public Comment	Kenny Blow	Information
4.) Approval of Previous Minutes – November 2021 and January 2022	Kenny Blow	Action
5.) Budget Discussion <ul style="list-style-type: none"><li>• Current Budget Status Report</li><li>• Grant Status Summary</li><li>• Revision Plan</li></ul>	Staff	Information
6.) FY23 Municipal Requests	Staff	Information
7.) Public Utilities Commission Report <ul style="list-style-type: none"><li>• Rates to Support EV Charging</li></ul>	Staff	Information
8.) RFP Updates <ul style="list-style-type: none"><li>• Bus Air Sanitation</li></ul>	Staff	Information
9.) Administrative Discussion Items <ul style="list-style-type: none"><li>• Next Meeting – March 21<sup>st</sup>, 12p-130p</li></ul>		Information
10.) New Business		Information
11.) Adjournment		Action





**BSOOB Transit Finance Subcommittee**

**Meeting Notes\***

**November 29, 2021**

**10:00 AM – 11:30AM**

**Saco Transportation Center Conference Room**

**\*No quorum/ these are notes only**

**1. Call to Order** – Vice Chair Kenny Blow called the meeting to order at 10:07 AM.

**2. Roll Call/ Ascertain Quorum** – Members present: Kenny Blow, Phil Hatch, Curt Koehler, Doris Ortiz, Absent: Chair Greg Tansley. Staff present: Chad Heid, Rod Carpenter, Caroline FreeSpirit, Anne Austin. Quorum has not been reached.

(Shifted Agenda)

**3. Administrative Discussion Items**

**Assessing Goals:** Chad Heid, Executive Director, would like to accomplish:

- Review of the current labor negotiations (in Executive Session.)
- Deciding who will chair the finance subcommittee or path to making that nomination.
- Guidance for all parties as to what this subcommittee plans to accomplish.

**4. Budget Discussion**

A financial packet was provided reporting through October 2021. Chad wishes to review:

- expectations of the budget
- potential avenues for additional revenues
- projects coming down the pike.

**Projects:**

- Two electric vehicles are coming in. We do still need diesel buses. We are targeting two potential buses in next fiscal year. (Could be 2023 or 2024—longer supply chain)

Rod spoke about clean diesel buses which are approximately 425k to 450k. (About half the cost of electric buses.) The funding is 80% 5339 monies and 20% is the local match money (some of it can come out of PACTS.) We have been lucky in the past to use state bonds or VW funds. We do not know how long those funds will last.

**Infrastructure Projects:**

- Electric bus charging station in Saco and depot charger at Pomerleau Street location.
- Fuel pumps- Pumps at Pomerleau Street location are operating but are not the most efficient. These pumps were installed in 1982 and redone in 1995. In our capital plan there is 350k for pumps, tanks, everything needed.

Customer Service

138 Main St.

Saco, ME 04072

207-282-5408

Administration/Fleet Services

13 Pomerleau St.

Biddeford, ME 04005

BSOOBTransit.org



- ARPA money is available. (\$8.1 million). Designated for transit operations.
- Grant applications are due December 20, 2021.
- RTAC and executive committee vote on which projects get funded.
- Chad wants to ensure we are ready when the money becomes available.

Existing projects we need to fund:

- Uniforms- we will be putting an RFP out on the street this week for operator uniforms. Likely will cost about \$10k or less.
- Cameras for the buses: RFP is already out. Bids will be reviewed November 30, 2021.
- Passenger vans: 1 will be updated as a 9-passenger and 1 van as a paratransit vehicle to comply with federal and state requirements.
- Security fencing and a gate is in this year's budget. This security is required by FTA.

Chad Heid expressed that revisions will be needed after the union contract is finalized. It will directly affect the budget.

### **Grant opportunities:**

CARES funding- funded transit operations and all elements supporting hygienic transit elements  
Last MPO, 15.3 million for FY '22 and first quarter FY '23 for all seven of the transit agencies.

Use to support direct transit operations  
Exceeded by about 3.4 million.

Transit Task Force- says we should be directly responsible and pay using the 8.1 Million from ARPA.  
Will be an extremely competitive round of projects.  
GP Metro has indicated they have many projects.

Joint projects (with BSOOB Transit, GP Metro and South Portland Bus) “sneak preview” include:

1. Dirigo User – Fare reduction promotion project to enhance ridership
2. Map/Transit Tracker – revise technology and enhance hardware. Have departure boards available.
3. Plan for FY '23 – need our labor negotiations to be completed first.

The subcommittee expressed that the municipalities will want our request for the next fiscal year in January 2022. Chad Heid will follow up with town managers and the councils as to the transit funding needs.



**5. Executive Session –**

**Motion to enter into Executive Session by Curt Koehler to discuss labor negotiation particulars. Seconded by Phil Hatch. Curt Koehler, Phil Hatch, Doris Ortiz, and Kenny Blow all were in favor. Passed unanimously.**

\*\*\* Entered Executive Session at 11 AM \*\*\*

**Motion to come out of Executive Session by Curt Koehler. Seconded by Phil Hatch. Curt Koehler, Doris Ortiz, Phil Hatch and Kenny Blow all were in favor. Passed unanimously.**

\*\*\* Exited Executive Session at 11:30 AM\*\*\*

Scheduling – Next meeting will be held January 24, 2022 at 12 noon.

**6. Adjournment** – Meeting adjourned at 11:37 AM.



**BSOOB Transit Finance Subcommittee**

**Meeting Notes\***

**January 24, 2022**

**12:00 PM – 1:30 PM**

**Virtual Zoom Meeting**

Join Zoom Meeting <https://us06web.zoom.us/j/85932047843?pwd=RXdNVUFINXJXaCtLZ1V2QTF0bXJxUT09>

Meeting ID: 859 3204 7843 Passcode: 999452

**\*No quorum/ notes only**

**1. Call to Order** – Doris Ortiz called the meeting to order at 12:06 PM.

**2. Roll Call/ Ascertain Quorum** – Members present: Doris Ortiz, Phil Hatch, Curt Koehler. Absent (excused): Greg Tansley, Kenny Blow. Staff present: Chad Heid, Rod Carpenter, Caroline FreeSpirit, Anne Austin.

\*Quorum has not been reached.

**3. Public Comment** – None.

**4. Approval of the Previous Minutes – November 2021** - Notes of the November 29, 2021 meeting were taken and distributed. No one had any comments. (No approval as they were notes only.)

**NOTE:** Chad will include both the Nov. 29<sup>th</sup>, 2021 and Jan. 24<sup>th</sup> 2022 meeting notes in the Feb. packet.

**5. Budget Discussion** – Financials Caroline FreeSpirit, Finance Manager, reviewed the financial position of BSOOB Transit as of December 31, 2021.

- Rural routes, ZOOM and Intercity Green are being covered 100% by MaineDOT grants that are CARES Act, and now CRRSAA funding.
- We just received a new commitment from Maine DOT for \$700,000 in funding Intercity through CRRSAA which covers 100% of operating expenses again.
- Health insurance renewed with Anthem. Two employees opted for PPO Plan.
- Fuel costs are 30% of budget, as opposed to 43% the previous year.
- Currently receiving fuel at contracted price of \$1.39/gallon, significantly below market rate, reason we are below budget on fuel usage.
- Current budget anticipated future contracts would be higher in the range of \$2.10/gallon.
- Given the rapid increase in fuel prices, the next budget revision may project near \$3.00/gallon.
- We have sufficient fuel to last until March under the current contract.

Customer Service

138 Main St.

Saco, ME 04072

207-282-5408

Administration/Fleet Services

13 Pomerleau St.

Biddeford, ME 04005

BSOOBTransit.org



- RFP planned for next contract for diesel.
- As we transition to electric buses we will see a decrease in diesel usage, but it is entirely likely that depending on peak usage for charging electric buses, we may not actually be saving any money as the electric charge will increase.
- RKO is finishing the audit. Delay due to shortage in their staffing.
- There are a number of grant opportunities nearing the application deadline period. Regionally there will be a competitive round of ARPA (American Recovery Plan Act) funded projects evaluated by GPCOG; as well as a few paths towards discretionary Federal grants, Bus and Bus Facilities competitive program (5339b) and the Lo-No Emissions program (5339c.)
- FTA noticed that GPCOG had shorted BSOOB Transit \$151k in the Phase II apportionments. As a result, the Phase V CARES Act split letter has been increased \$151k to correct and get us back to even.

**Grant Status Summary** - Chad Heid, Executive Director, shared a list of grants which were in the meeting packet for today. Some helpful elements in the grant summary include the grant names, what kind of funds, amount spent, balance remaining, amount of match money still required, match percent, original grant amount and original total budget. Subcommittee members found this summary useful in understanding the way the grants work, as well as using it as a tool to explain to the municipalities why additional funds may be needed for BSOOB Transit and that all grants possible are being leveraged. Curt Koehler suggested adding a column, Match Source, to show whether there is State or other match money that is available or is it solely BSOOB Transit providing match.

**FY23 Planning and Outreach** – Chad Heid will be reaching out to the three municipalities.

**6. Labor Negotiations Update** – Chad Heid reviewed the Collective Bargaining Agreement (CBA.) The impacts of the contract were presented to the represented workforce. That group is voting to approve the contract today, January 24, 2022. If approved, it will be presented to the BSOOB Transit Committee at the Thursday, January 27<sup>th</sup> meeting to ratify.

**Costs and Impacts** – Chad reviewed the details of the represented workforce, including the agreed upon increase in rates. Operators would receive a 22% increase, fair and equitable compared with the rates of peer agencies. It is important to have this increase to maintain our workforce and provide fair and equitable wages. This had already been in the works and had already been accounted for in the previous budget. There is also a 4% increase in wages for next year.

In addition, employees will receive a 1% mandatory employer contribution to the 457 deferred compensation plan, once enrolled. Per the contract, the second year the contribution will increase to 2% and to 3% the final 3<sup>rd</sup> year of contract.

A few holidays in the contract have been adjusted. A couple holidays were added, a couple were dropped.



Part time employees will now have an opportunity to accrue personal time, similar to the Maine Earned Leave Law. Part timers can earn one hour of paid-time-off (PTO) for every 40 hours worked, up to 40 hours. This is a new compensation pool for them.

## **7. RFP Updates – Rod Carpenter, Deputy Director reviewed the status of the Request for Proposals (RFPs).**

- Electric Buses- Buses are online and being built.
- Infrastructure Biddeford – Permit has been approved. Issued 3 week start – will move equipment in for electrical infrastructure on February 21<sup>st</sup> and will work through the first of March.
- Infrastructure Saco – Money has been approved. Proterra contract will be signed this week.
- Uniforms- Only one bidder. Evaluating.
- Security Cameras – awarded to Safefleet. First of February install.
- HVAC Sanitation for Buses – Due in Feb. 3<sup>rd</sup>.
- The following RFPs are not out yet:
  - Van Replacement 7 Passenger
  - Van Replacement 8 + 2 Wheelchair Accessible
  - Service Truck Replacement
  - Perimeter Fencing with Electronic Gate

## **8. CARES and ARPA Updates**

York County – Proposal developed between York County Community Action and SMPDC for \$885,000 to invest in public transit. BSOOB Transit was not included. Vast majority of \$40 million is unallocated and not awarded. Chad Heid submitted a letter to the commissioners. Given this new information, the commissioners will allow BSOOB Transit to craft a new proposal with the existing partners, YCCAC and SMPDC, to be presented no later than the March Commissioners meeting.

Disconnect among the county's consideration and the whole concept of transit. Chad Heid is encouraging that BSOOB Transit is recognized and it is the responsibility of all to remedy any disconnect.

CARES Phase 2 Reconciliation – covered previously by Finance Manager, Caroline FreeSpirit. There are some wrinkles in the process of how ARPA projects are being evaluated. There are questions of how the scorers for ARPA funds were chosen.



## **9. Administrative Discussion Items**

Committee Chair Nomination- Members agreed Chair important to guide conversations, facilitate discussion and direct the subcommittee. This may be tabled until by-laws are complete.

Subcommittee Schedule - Members discussed having the Finance Subcommittee meetings on the Monday before the Committee meeting at 12:00 PM.

Next Finance Subcommittee meeting will be **Tuesday, February 22, 2022 at 12:00 noon.**

(Not on Monday due to the President's Day Holiday on February 21<sup>st</sup>.) Expect virtual Zoom meeting.  
Tentative for March: Monday, March 21, 2022.

**10. New Business** – None at this time.

**11. Adjournment** – The meeting was adjourned at 1:27 PM.

## Memorandum

February 22, 2022

To: BSOOB Transit Committee Members  
From: Caroline Freespirit, Finance Manager  
Subject: Review of Financial Position as of January 31, 2022

### Month End Details:

We have completed 58% of the fiscal year. The organization is tracking approximately 58% of the way through the total personnel expense budget. While we have saved funds on actual fuel costs, we are seeing an increase in expenses over expected budget in the other categories.

As of the month close, fuel costs are 34% of budget, as opposed to 48% the previous year. We are currently receiving fuel at a contracted price of \$1.39 per gallon, significantly below market rate. This is the reason we are below budget on fuel expense. We budgeted for a higher cost per gallon than we are currently paying. The current budget anticipated that future contracts would be higher, in the range of \$2.10 per gallon. Given the rapid increase in fuel prices, the next budget revision may project that contract terms will be nearing \$3.00 per gallon. We have sufficient fuel to last until March under the current contract, but there could be significant increases in fuel expense for the foreseeable future. In the event that we use the spot price estimated at \$3.00 per gallon, we should still end up the year at or below budgeted totals. We are anticipating the need for a new contract for diesel shortly, and are considering a number of strategies to limit our exposure to the current price points. That said, the volatility of the energy markets may fluctuate rapidly as prices are projected to move higher. While limiting the exposure to these rates is important, having a fixed-cost will prove useful in the budgeting process.

**Recommendation:** *The Transit Committee moves to approve an 80,000-gallon diesel procurement.*

### Future Considerations:

As we develop a revised budget in the coming weeks, the biggest increase will be personnel expenses caused by the new CBA. This week we paid the retroactive pay for all represented employees back to 7/1/21. This lump sum payment of \$123k gross wages will be detailed in the February financial report.

In addition to the wage revisions, we'll also be making recommendations to adjust a number of non-personnel expense lines that are not tracking as projected in the budget. In some instances, the existing budget was overly optimistic, these expense lines are lower than is reasonable and will far exceed the projection. This applies to office supplies and shop supplies. In other cases,



we have made purchases that were not foreseen in the budget, but are appropriate and needed, such as tools purchased. Also we have been using more overtime than initially budgeted for so we will be adjusting these categories for the revised budget. With each of these proposed revisions, there will also be a parallel cost control measure taken to better manage these expenses.

As we onboard our electric bus fleet, we will set up two new GL accounts for the CMP meters used exclusively for these vehicles. In this manner, we will be able to see if there is a savings or not from previous years 100% diesel fleet.

RKO is finishing up the audit and we can hope for a presentation in the coming month. Part of the delay was due to not having all the information ready, but as well, RKO is short on staffing as they no longer have Parker Madden running the audit, and they still agreed to do the audit for the City of Biddeford. At this point we do not have a set date for the audit to be complete and presented.

Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
<b>FTA: ME-2018-012-00</b>									
	442	A2	<b>5307 Funds</b> Planning Consultant	<b>FTA: ME-2018-012-00</b> 19,200.00		<b>Start Date 6/29/2018 - End Date 6/30/2021</b> 0.00	-		
<b>FTA: ME-2019-011-00</b>									
	441	A3	<b>5307 Funds</b> Planning Consultant	<b>FTA: ME-2019-011-00</b> 1,222.00	14,778.00	<b>Start Date 7/25/2019 - End Date 6/30/22</b> 3,694.50	20%		
<b>FTA: ME-2020-031-01-00</b>									
	117	A2	<b>5307 Funds FY21</b> Preventive Maintenance	<b>FTA: ME-2020-031-01-00</b> 113,748.00	49,812.00	<b>Start Date 8/21/20 - End Date 6/30/23</b> 12,453.00	20%	163,560.00	204,450.00
	114	A4	Cap-Surv/Security	16,458.00	79,542.00	19,885.50	20%	96,000.00	120,000.00
	117	A2	Mobility Management	51,660.00	0.00	-	#DIV/0!	51,660.00	64,575.00
	441	A3	Planning Consultant	0.00	17,600.00	4,400.00	20%	17,600.00	22,000.00
<b>FTA: ME-2021019</b>									
	300	A1	<b>5307 Funds FY22</b> Service Operations	<b>FTA: ME-2021019</b> 360,832.00	367,978.00	<b>Start Date 8/23/21 - End Date 6/30/24</b> 367,978.00	50%	728,810.00	1,457,620.00
	117	A4	Preventive Maintenance	0.00	166,831.00	41,707.75	20%	166,831.00	208,538.75
	114	A3	Cap-Surv/Security	0.00	60,000.00	15,000.00	20%	60,000.00	75,000.00
	114	A3	2 Support Vehicles	0.00	160,000.00	40,000.00	20%	160,000.00	200,000.00
	111	A5	Replacement VANS	0.00	60,000.00	15,000.00	20%	60,000.00	75,000.00
	117	A4	Mobility Management	371.00	50,817.00	12,704.25	20%	51,188.00	63,892.25
	441	A2	Planning Consultant	0.00	19,200.00	4,800.00	20%	19,200.00	24,000.00
<b>FTA: ME-2020-022-00</b>									
	111	A1	<b>Zoom Coaches</b> Zoom Coaches	<b>FTA: ME-2020-022-00</b> 854,154.00	191,306.00	47,826.50	20%		
<b>FTA: ME-2021-004-01-00</b>									
	300	A1	<b>CARE Phase III</b> Covid Related Expense	<b>FTA: ME-2021-004-01-00</b> 152,477.00	0.00	0	#DIV/0!	152,477.00	
	300	A1	Pandemic Assistance	275,080.00	0.00	0	#DIV/0!	275,080.00	
<b>FTA: ME-2021-020-00</b>									
	300	A1	<b>CARE Phase IV</b> All Covid	<b>FTA: ME-2021-020-00</b> 20,159.00	305,381.00	0	0%	325,540.00	
<b>Place Holder</b>									
			<b>CARE 5307 Funds PHASE V Place Holder</b> Covid Related Expense	0.00	487,015.00			487,015.00	
<b>Place Holder</b>									
			<b>CARE 5307 Funds PHASE VI Place Holder</b> Covid Related Expense	0.00	286,689.00			286,689.00	

Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
Second LONO Grant Place Holder				0.00	0.00			0.00	
FTA: ME-2019-020-00			FTA: ME-2019-020-00	102,591.00	1,167,409.00	53,001.13		1,270,000.00	1,329,225.00
			MEDOT CSN 42857	0.00	1,500,000.00			1,500,000.00	1,500,000.00
MDOT: ME-2018-024-00, CSN 41564 Intercity 2020-2				MDOT: ME-2018-024-00, CSN 41564					
			Intercity 2020-2	119,121.08	384,331.92	384,331.92	50%	50% covered by Greyhound	
Intercity CARES									
			Intercity CARES	957,196.70	64,255.30	0	0%		
Intercity CARISSA									
			Intercity CARISSA	1/1/21 through 6/30/2023					
			Intercity CARISSA	-	700,000.00				
MDOT: ME-2019-019-00, CSN 40774 Zoom 2020									
			Operating	117,339.21	54,660.79	54,660.79	50%	50% covered by MTA in the past, but that is uncertain r	
MDOT: ME-2021-005-00, CSN 43013 ZOOM Carissa									
			ZOOM Carissa	253,553.33	171,446.67	0	0%		
Assignment Letter 20 CSN 43129 Urban State 2022									
				31,145.00	0.00	0		Supplements 5307 funds	

**Statement of Revenues, Expenses and Changes in Fund Equity**  
**As of January 31, 2022**

	<b>Fund 801 Transit Agency</b>	<b>Last Year</b>
<b>Revenues</b>		
Fares:		
Intercity fares	\$ 27,890.37	12,936.75
Urban fares - 3 loops	44,993.46	15,533.20
Trolley fares	103,757.72	50,781.67
Zoom fares	15,220.38	2,282.30
Noreaster UNE fares	7,200.00	6,092.00
Total fares	199,061.93	87,625.92
Grant revenues, including this month unbilled:		
FTA-Urban, Planning & Capital	1,309,249.83	1,378,928.42
MDOT-Urban	57,968.60	31,145.00
MDOT-Intercity	289,842.77	358,922.48
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	258,673.47	193,961.42
MTA-ZOOM	18,774.40	41,765.52
FTA-Capital-Mobility	32,368.07	19,572.58
MDOT-Interline	0.00	0.00
Other grant revenue	440,000.00	7,613.14
MDOT-Capital grant	0.00	0.00
Total grant revenues	2,406,877.14	2,031,908.56
Insurance claims revenue	0.00	0.00
Fuel & miscellaneous operating revenue	7,637.72	2,950.20
Contract repair parts & labor revenue	77,586.81	85,635.88
Municipal contributions	625,000.00	520,000.00
Greyhound ticket sales	128.06	22.39
Contract stops - all	63,208.55	82,023.21
Contract revenue - UNE annual contribution	24,000.00	24,000.00
Advertising revenue - urban	28,367.50	13,200.00
Advertising revenue - intercity	525.00	0.00
Advertising revenue - zoom	4,011.54	0.00
Advertising Commissions Paid	(16,219.29)	(3,491.16)
Other income	37,596.42	870.00
<b>Total revenues</b>	<b>3,457,781.38</b>	<b>2,844,745.00</b>
Reconciliation (for Finance Dept. use only)		
Revenue Control	3,330,556.06	2,752,869.20
Add current month unbilled grants	127,222.08	91,875.80
Less nonoperating income	(3.24)	
Adjusted Revenue Control to tie to above	3,457,781.38	2,844,745.00
Difference	0.00	0.00

**Expenses**

Indirect Expenses		
Administrative Salaries	235,285.59	236,575.55
Administrative Benefits	137,588.96	117,526.57
Employee's Expense	9,507.58	9,535.28
Travel	8,700.79	1,912.67
Training	1,440.84	1,734.19
Utilities	10,627.43	10,013.81
Telephone	2,750.00	2,557.64
Postage	654.94	804.41
Office Supplies	10,687.05	10,648.12
Miscellaneous Office	55,797.12	54,890.37
Advertising	9,085.37	9,662.58
Professional Services	69,844.07	101,841.25
Insurance	124,679.18	114,575.00
Facility Repairs & Maint.	3,311.27	1,797.60
Vehicle Fuel	2,104.63	2,012.59
Depreciation	298,622.70	215,024.72
Total indirect expenses	980,687.52	891,112.35
Direct expenses:		
Operating wages-Drivers	562,759.67	533,939.06
Operating wages-Repair	164,738.58	143,580.69
Operating benefits-Drivers	114,374.13	102,331.40
Operating benefits-Repair	60,186.01	58,358.68
Miscellaneous supplies & costs	34,740.13	15,387.17
Vehicle Fuel	72,354.53	85,571.82
Vehicle Maintenance	141,656.04	143,966.39
Preventive Maintenance, all sources	100,316.96	86,127.95
Total operations expenses	1,251,126.05	1,169,263.16
<b>Total operating expenses</b>	<b>2,231,813.57</b>	<b>2,060,375.51</b>
Reconciliation (for Finance Dept. use only)		
Appropriation Control	2,326,112.88	3,109,056.07
Encumbrance Control		
Less nonoperating expense	(94,305.10)	(1,048,680.56)
Adjusted Approp. Control to tie to above	2,231,807.78	2,060,375.51
Difference	5.79	0.00
Operating income (loss)	1,225,967.81	784,369.49
Nonoperating revenues (expenses):		
Sale of surplus property	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	(96,471.04)	(1,049,771.14)
Interest revenue (expense)	2,165.94	1,090.58
Total nonoperating revenue (expense)	(94,305.10)	(1,048,680.56)
Net income (loss)	1,131,662.71	(264,311.07)
Fund equity, beginning of year		
adjust reserve for inventory	3,317,938.44	1,815,707.49
change in value of fixed assets	1,210,588.79	1,109,852.03
loss on disposal of capital assets		
prior year adjustment		
<b>Fund equity, end of year</b>	<b>\$ 5,660,189.94</b>	<b>2,661,248.45</b>
To tie to balance sheet fund equity	5,660,190.68	2,661,248.45
Difference	0.74	0.00

**Balance Sheet***As of January 31, 2022*

	<b>Fund 801 Transit Agency</b>	<b>Last Year</b>
<b>ASSETS</b>		
Current assets:		
Petty Cash	200.00	200.00
Cash on Hand	200.00	200.00
Accounts Receivable		
Billed	277,404.76	321,326.19
Unbilled, this month	127,222.08	91,875.80
Inventory	322,495.20	275,160.54
Total current assets	727,522.04	688,762.53
Fixed assets:		
Property, plant and equipment	7,550,421.53	5,806,921.73
Less accumulated depreciation	(3,558,955.67)	(3,527,279.56)
Total fixed assets	3,991,465.86	2,279,642.17
Other assets:		
Prepaid expenses	(17,025.00)	(17,025.00)
Total prepaids	(17,025.00)	(17,025.00)
<b>Total assets</b>	<b>4,701,962.90</b>	<b>2,951,379.70</b>
<b>LIABILITIES AND EQUITY</b>		
Current liabilities:		
Accounts payable	(376,008.83)	74,741.28
Payroll liabilities outstanding	17,618.07	41,751.14
Accrued payroll	58,911.67	51,758.46
Accrued compensated absences	99,075.35	99,075.35
Unearned receipts	11,115.72	11,115.72
Total current liabilities	(189,288.02)	278,441.95
Non-current liabilities:		
Owed to (from) City of Biddeford	(768,939.76)	11,689.30
Total non-current liabilities	(768,939.76)	11,689.30
<b>Total liabilities</b>	<b>(958,227.78)</b>	<b>290,131.25</b>
Equity		
Retained earnings, end of prior year	4,528,525.42	2,925,559.52
Net income, current year	1,131,665.26	(264,311.07)
Total equity	5,660,190.68	2,661,248.45
<b>Total liabilities and fund equity</b>	<b>\$ 4,701,962.90</b>	<b>2,951,379.70</b>
Difference - Assets - (Liab. + Fund Equity)	0.00	0.00

YTD Cost Center Analysis - Local Service As of January 31, 2022	Agency	Last Year
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	44,993.46	15,533.20
Trolley fares	103,757.72	50,781.67
Zoom fares	0.00	0.00
Noreaster UNE fares	7,200.00	6,092.00
<b>Total fares</b>	<b>155,951.18</b>	<b>72,406.87</b>
Grant revenues:		
FTA-Urban, including this month unbilled	840,973.83	548,570.42
MDOT-Urban	57,968.60	31,145.00
MDOT-Intercity	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
<b>Total grant revenues</b>	<b>898,942.43</b>	<b>579,715.42</b>
Insurance claims revenue	0.00	0.00
Fuel & miscellaneous operating revenue	7,637.72	2,950.20
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	63,208.55	82,023.21
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	24,000.00	24,000.00
Advertising revenue - local (budget here)	0.00	0.00
Advertising revenue - intercity (charge to grant here)	525.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	(9,314.98)	(2,162.08)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>1,140,949.90</b>	<b>758,933.62</b>

<b>Local Service</b>	<b>Agency</b>	<b>Last Year</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	137,428.96	152,220.00
Administrative Benefits	88,285.42	79,683.49
Employee's Expense	6,221.76	6,552.64
Travel	5,693.80	1,314.39
Training	942.89	1,191.74
Utilities	5,977.56	6,259.02
Telephone	1,570.56	1,638.16
Postage	428.59	552.79
Office Supplies	5,576.21	6,444.25
Miscellaneous Office	29,398.81	25,201.12
Advertising	5,348.98	5,364.74
Professional Services	29,336.75	15,498.94
Insurance	80,235.10	74,959.74
Facility Repairs & Maint.	2,166.90	1,162.24
Vehicle Fuel	1,335.03	1,350.64
Depreciation	8,254.99	18,843.86
Total administrative expenses	408,202.31	398,237.76
Operations expenses:		
Operating wages-Drivers	380,633.14	329,036.26
Operating wages-Repair	84,371.07	81,797.92
Operating benefits-Drivers	73,100.63	68,991.83
Operating benefits-Repair	30,824.34	33,246.94
Miscellaneous supplies & costs	12,856.06	5,419.94
Vehicle Fuel	37,056.46	48,750.27
Vehicle Maint.- regular	39,450.91	34,687.01
Preventive Maintenance	65,707.17	69,015.47
Total operations expenses	723,999.78	670,945.64
<b>Total operating expenses</b>	<b>1,132,202.09</b>	<b>1,069,183.40</b>
<b>Municipal Contribution needed</b>	<b>(8,747.81)</b>	<b>310,249.78</b>
Operating income (loss)	0.00	0.00



YTD Cost Center Analysis - Intercity Service As of January 31, 2022	Agency	Last Year
<b>Revenues</b>		
Fares:		
Portland fares	\$ 27,890.37	12,936.75
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Total fares	27,890.37	12,936.75
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	289,842.77	358,922.48
MDOT-Interline	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	289,842.77	358,922.48
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	25,000.00	25,000.00
Greyhound ticket sales	128.06	22.39
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - zoom (charge to grant here)	4,011.54	0.00
Advertising revenue - intercity (budget here)	0.00	0.00
Advertising Commissions Paid	(3,495.96)	(689.50)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>343,376.78</b>	<b>396,192.12</b>

<b>Intercity Service</b>	<b>Agency</b>	<b>Last Year</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	42,316.53	46,915.30
Administrative Benefits	27,184.46	24,559.03
Employee's Expense	1,915.78	2,019.57
Travel	1,753.21	405.10
Training	290.33	367.30
Utilities	1,840.59	1,929.08
Telephone	483.60	504.89
Postage	131.97	170.37
Office Supplies	1,717.00	1,986.16
Miscellaneous Office	9,151.62	7,789.45
Advertising	1,891.90	1,710.86
Professional Services	9,033.25	4,776.88
Insurance	21,004.28	19,445.20
Facility Repairs & Maint.	667.22	358.21
Vehicle Fuel	437.60	429.41
Depreciation	3,098.14	6,009.46
Total administrative expenses	122,917.48	119,376.27
Operations expenses:		
Operating wages-Drivers	98,015.57	80,794.24
Operating wages-Repair	40,694.50	32,047.21
Operating benefits-Drivers	24,061.91	22,574.31
Operating benefits-Repair	14,867.43	13,025.66
Miscellaneous supplies & costs	6,181.54	2,123.45
Vehicle Fuel	17,873.36	19,099.63
Vehicle Maint.	28,026.31	28,292.41
Preventive Maintenance	14,145.03	6,204.21
Total operations expenses	243,865.65	204,161.12
<b>Total operating expenses</b>	<b>366,783.13</b>	<b>323,537.39</b>
<b>Municipal Contribution needed</b>	<b>23,406.35</b>	<b>(72,654.73)</b>
Operating income (loss)	0.00	0.00

<b>YTD Cost Center Analysis - Zoom Service</b> <b>As of January 31, 2022</b>	<b>Agency</b>	<b>Last Year</b>
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	15,220.38	2,282.30
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	15,220.38	2,282.30
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	258,673.47	193,961.42
MTA-ZOOM	18,774.40	41,765.52
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	277,447.87	235,726.94
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local (charge to grant here)	28,367.50	13,200.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom (budget here)	0.00	0.00
Advertising Commissions Paid	(3,408.35)	(639.58)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>317,627.40</b>	<b>250,569.66</b>

<b>ZOOM Service</b>	<b>Agency</b>	<b>Last Year</b>
<b>Expenses</b>		
Administrative expenses:		
1 Administrative Salaries	30,262.09	22,372.26
1 Administrative Benefits	19,440.60	11,711.34
1 Employee's Expense	1,370.04	963.06
2 Travel	1,253.78	193.18
9 Training	207.63	175.15
3 Utilities	1,316.27	919.91
3 Telephone	345.84	240.77
9 Postage	94.38	81.25
9 Office Supplies	1,227.89	947.13
9 Miscellaneous Office	6,688.28	4,013.84
11 Advertising	1,844.50	2,586.98
5 Professional Services	6,460.00	2,277.93
4 Insurance	23,439.80	20,170.07
6 Facility Repairs & Maint.	477.15	170.82
7 Vehicle Fuel	332.00	232.54
10 Depreciation	3,020.50	5,574.35
Total administrative expenses	97,780.75	72,630.58
Operations expenses:		
1 Operating wages-Drivers	70,110.95	38,529.26
1 Operating wages-Repair	39,673.02	29,735.56
1 Operating benefits-Drivers	17,211.58	10,765.26
1 Operating benefits-Repair	14,494.24	12,086.08
9 Miscellaneous supplies & costs	14,629.53	7,145.38
7 Vehicle Fuel	17,424.71	17,721.92
8 Vehicle Maint.	6,191.80	3,389.79
12 Preventive Maintenance	20,464.76	10,908.27
Total operations expenses	200,200.59	130,281.52
<b>Total operating expenses</b>	<b>297,981.34</b>	<b>202,912.10</b>
<b>Municipal Contribution needed</b>	<b>(19,646.06)</b>	<b>(47,657.56)</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Mobility/Outreach As of January 31, 2022	Agency	Last Year
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	0.00	0.00
Grant revenues:		
FTA-Urban	0.00	0.00
MDOT-Intercity	0.00	0.00
FTA-Capital/Mobility/Outreach	32,368.07	19,572.58
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
Total grant revenues	32,368.07	19,572.58
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>32,368.07</b>	<b>19,572.58</b>

<b>Mobility/Outreach Coordinator</b>	<b>Agency</b>	<b>Last Year</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	25,278.01	15,067.98
Administrative Benefits	2,678.47	1,572.71
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	1,493.01	905.80
Telephone	350.00	173.82
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	3,833.43	2,486.38
Advertising	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
Total administrative expenses	33,632.92	20,206.69
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	1,073.00	698.40
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Preventive Maintenance	0.00	0.00
Total operations expenses	1,073.00	698.40
<b>Total operating expenses</b>	<b>34,705.92</b>	<b>20,905.09</b>
<b>Municipal Contribution needed</b>	<b>2,337.85</b>	<b>1,332.51</b>
Operating income (loss)	0.00	0.00

<b>YTD Cost Center Analysis - Outside Repair/Sales As of January 31, 2022</b>	<b>Agency</b>	<b>Last Year</b>
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	0.00	0.00
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	0.00	0.00
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	77,586.81	85,635.88
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>77,586.81</b>	<b>85,635.88</b>

<b>Outside Agency Repairs &amp; Fuel Sales</b>	<b>Agency</b>	<b>Last Year</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	0.00	0.00
Advertising	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
Total administrative expenses	0.00	0.00
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	67,987.01	77,597.18
Total operations expenses	67,987.01	77,597.18
<b>Total operating expenses</b>	67,987.01	77,597.18
<b>Municipal Contribution needed</b>	(9,599.80)	(8,038.70)
Operating income (loss)	0.00	0.00



<b>YTD Cost Center Analysis - Items not Allocated As of January 31, 2022</b>	<b>Agency</b>	<b>Last Year</b>
<b>Revenues</b>		
Grant revenues:		
FTA non-operating grant revenue	468,276.00	830,358.00
MDOT non-operating grant revenue	440,000.00	0.00
MDOT RTAP grant revenue	0.00	0.00
Other grant revenue	0.00	7,613.14
MDOT capital grant revenue	0.00	0.00
<b>Total grant revenues</b>	<b>908,276.00</b>	<b>837,971.14</b>
Municipal contributions	600,000.00	495,000.00
Fuel & miscellaneous operating revenue	0.00	0.00
Other income	37,596.42	870.00
<b>Total revenues</b>	<b>1,545,872.42</b>	<b>1,333,841.14</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Miscellaneous & Office	1,800.00	(5,315.88)
RTAP Grant Expense	0.00	0.00
Advertising	0.00	0.00
Professional Services	25,014.07	79,287.50
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	106.33
Vehicle Fuel	0.00	0.00
Depreciation	284,249.07	184,597.05
<b>Total administrative expenses</b>	<b>311,063.14</b>	<b>258,675.00</b>
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
<b>Total operations expenses</b>	<b>0.00</b>	<b>0.00</b>
Items Paid from Restricted Fund Balance	0.00	0.00
Loss on Disposal of Capital Assets	0.00	0.00
Building Construc/Repair Capital	0.00	
Equipment Purchase Capital	2,982.22	404.82
Vehicles Purchase Capital	93,488.82	1,049,366.32
<b>Total capital expenses</b>	<b>96,471.04</b>	<b>1,049,771.14</b>
<b>Total expenses</b>	<b>407,534.18</b>	<b>1,308,446.14</b>
Non-allocated items income (loss)	1,138,338.24	25,395.00
Income (loss) before depreciation	1,422,587.31	209,992.05
Municipal Contributions needed to fund operations	(12,249.47)	183,231.30
Excess (shortfall) in Municipal Contributions	1,434,836.78	26,760.75

<b>YTD Cost Center Analysis - COVID RELATED As of January 31, 2022</b>	<b>Agency</b>	<b>Last Year</b>
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Biddeford rural loop fares	0.00	0.00
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
<b>Total fares</b>	<b>0.00</b>	<b>0.00</b>

Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
MDOT-Biddeford rural loop	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
<b>Total grant revenues</b>	<b>0.00</b>	<b>0.00</b>
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract stops - Biddeford rural loop	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - Biddeford rural loop	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>0.00</b>	<b>0.00</b>
<b>Agency</b>		
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	4,924.98	20,715.46
Advertising / Printing	0.00	180.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
<b>Total administrative expenses</b>	<b>4,924.98</b>	<b>20,895.46</b>
Operations expenses:		
Operating wages-Drivers	14,000.00	85,579.31
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Preventive Maintenance	0.00	0.00
<b>Total operations expenses</b>	<b>14,000.00</b>	<b>85,579.31</b>
<b>Total operating expenses</b>	<b>18,924.98</b>	<b>106,474.77</b>
Operating income (loss)	(18,924.98)	(106,474.77)
<b>YTD Cost Center Analysis -</b>		
<b>As of January 31, 2022</b>		
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00

Biddeford-Old Orchard Beach-Saco Transit Committee

Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	0.00	0.00
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MDOT-Trolley	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	0.00	0.00
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	0.00	0.00
	<b>Agency</b>	<b>Last Year</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	0.00	0.00
Advertising	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
Total administrative expenses	0.00	0.00
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Preventive Maintenance	0.00	0.00
Total operations expenses	0.00	0.00
Total operating expenses	0.00	0.00
Operating income (loss)	0.00	0.00
<b>Biddeford-Saco-OOB Transit Committee</b>		
<b>YTD Cost Center Analysis - Total of all Areas</b>	<b>FY22</b>	<b>Last Year</b>
<b>As of January 31, 2022</b>	<b>Totals</b>	<b>F.S. Totals</b>
<b>Revenues</b>		
Fares:		

Biddeford-Old Orchard Beach-Saco Transit Committee

Portland fares	\$ 27,890.37	12,936.75
Shuttle fares	44,993.46	15,533.20
Trolley fares	103,757.72	50,781.67
Zoom fares	15,220.38	2,282.30
Noreaster UNE fares	7,200.00	6,092.00
<b>Total fares</b>	<b>199,061.93</b>	<b>87,625.92</b>
<b>Grant revenues:</b>		
FTA-Urban	1,309,249.83	1,378,928.42
MDOT-Urban	57,968.60	31,145.00
MDOT-Intercity	289,842.77	358,922.48
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	258,673.47	193,961.42
MTA-ZOOM	18,774.40	41,765.52
Planning/Mobility/Outreach	32,368.07	19,572.58
Interline grant revenue	0.00	0.00
MDOT-Other grants	440,000.00	7,613.14
Capital grants	0.00	0.00
<b>Total grant revenues</b>	<b>2,406,877.14</b>	<b>2,031,908.56</b>
Insurance claims revenue	0.00	0.00
Fuel & miscellaneous operating revenue	7,637.72	2,950.20
Contract repair parts & labor revenue	77,586.81	85,635.88
Municipal contributions	625,000.00	520,000.00
Greyhound ticket sales	128.06	22.39
Contract stops - Local	63,208.55	82,023.21
Contract revenue - UNE annual contribution	24,000.00	24,000.00
Advertising revenue - local	28,367.50	13,200.00
Advertising revenue - intercity	525.00	0.00
Advertising revenue - zoom	4,011.54	0.00
Advertising Commissions Paid	(16,219.29)	(3,491.16)
Other income	37,596.42	870.00
<b>Total revenues</b>	<b>3,457,781.38</b>	<b>2,844,745.00</b>
<b>Expenses</b>		
<b>Administrative expenses:</b>		
Administrative Salaries	235,285.59	236,575.55
Administrative Benefits	137,588.96	117,526.57
Employee's Expense	9,507.58	9,535.28
Travel	8,700.79	1,912.67
Training	1,440.84	1,734.19
Utilities	10,627.43	10,013.81
Telephone	2,750.00	2,557.64
Postage	654.94	804.41
Office Supplies	8,521.11	9,557.54
Miscellaneous Office	55,797.12	54,890.37
Advertising	9,085.37	9,662.58
Professional Services	69,844.07	101,841.25
Insurance	124,679.18	114,575.00
Facility Repairs & Maint.	3,311.27	1,797.60
Vehicle Fuel	2,104.63	2,012.59
<b>Total administrative expenses</b>	<b>679,898.88</b>	<b>674,997.05</b>
<b>Operations expenses:</b>		
Operating wages-Drivers	562,759.67	533,939.06
Operating wages-Repair	164,738.58	143,580.69
Operating benefits-Drivers	114,374.13	102,331.40
Operating benefits-Repair	60,186.01	58,358.68
Miscellaneous supplies & costs	34,740.13	15,387.17
Vehicle Fuel	72,354.53	85,571.82
Vehicle Maint.	141,656.04	143,966.39
Preventive Maintenance	100,316.96	86,127.95
Depreciation	298,622.70	215,024.72
<b>Total operations expenses</b>	<b>1,549,748.75</b>	<b>1,384,287.88</b>
<b>Total operating expenses</b>	<b>2,229,647.63</b>	<b>2,059,284.93</b>
<b>Operating income (loss)</b>	<b>1,228,133.75</b>	<b>785,460.07</b>
Contingency fund	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	96,471.04	1,049,771.14
Interest expense (included in office supplies allocation)		
<b>Total non-operating expenses</b>	<b>96,471.04</b>	<b>1,049,771.14</b>

Biddeford-Old Orchard Beach-Saco Transit Committee

<b>Total expenses</b>	<u>2,326,118.67</u>	<u>3,109,056.07</u>
Net income (loss)	<u>1,131,662.71</u>	<u>(264,311.07)</u>

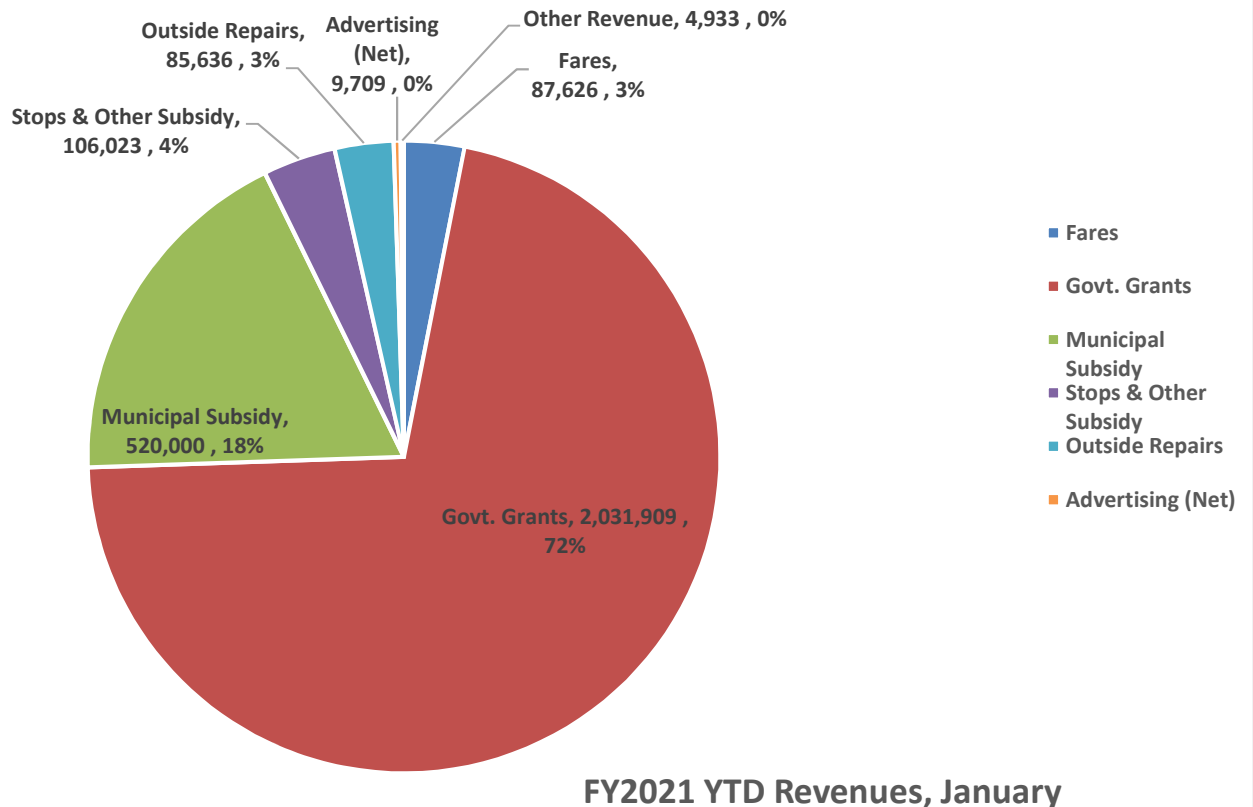
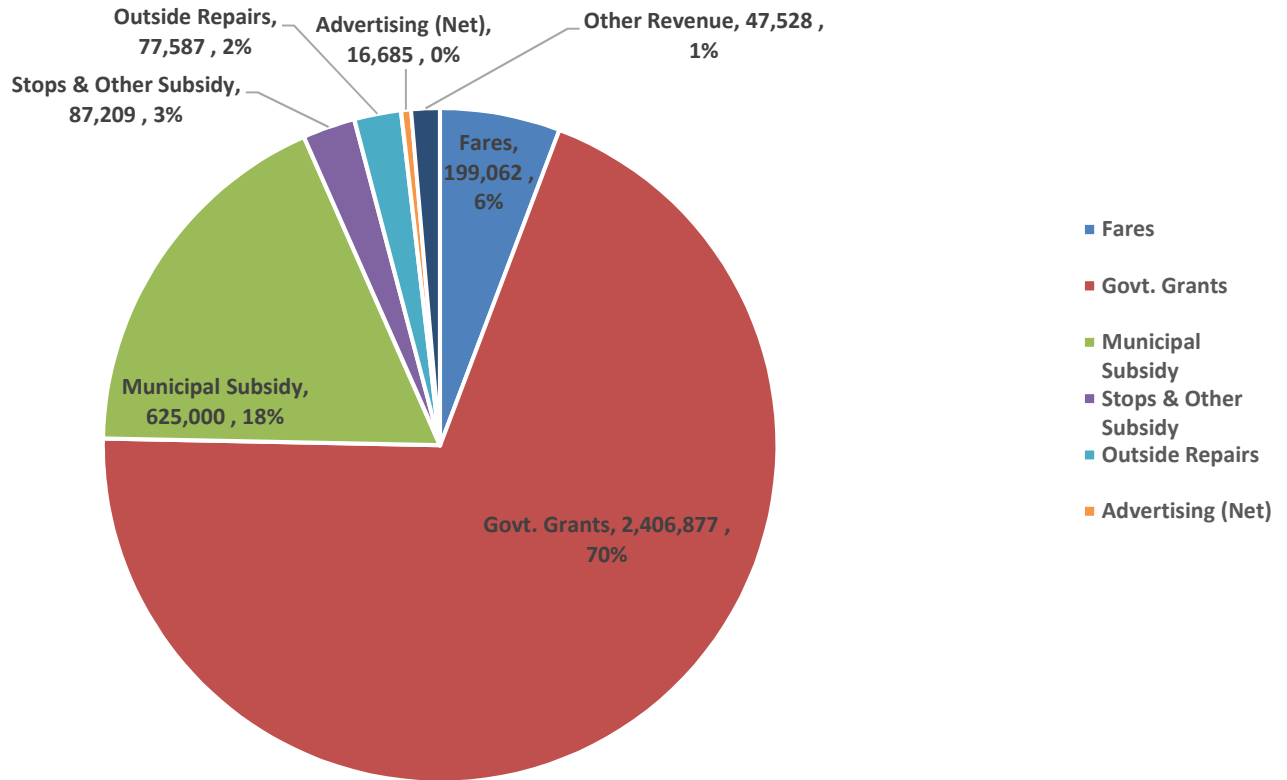
**B-S-OOB Transit Committee**  
**Monthly Financial Report - Revenues**  
**Month Ending December 2021**

**Target %: .58**

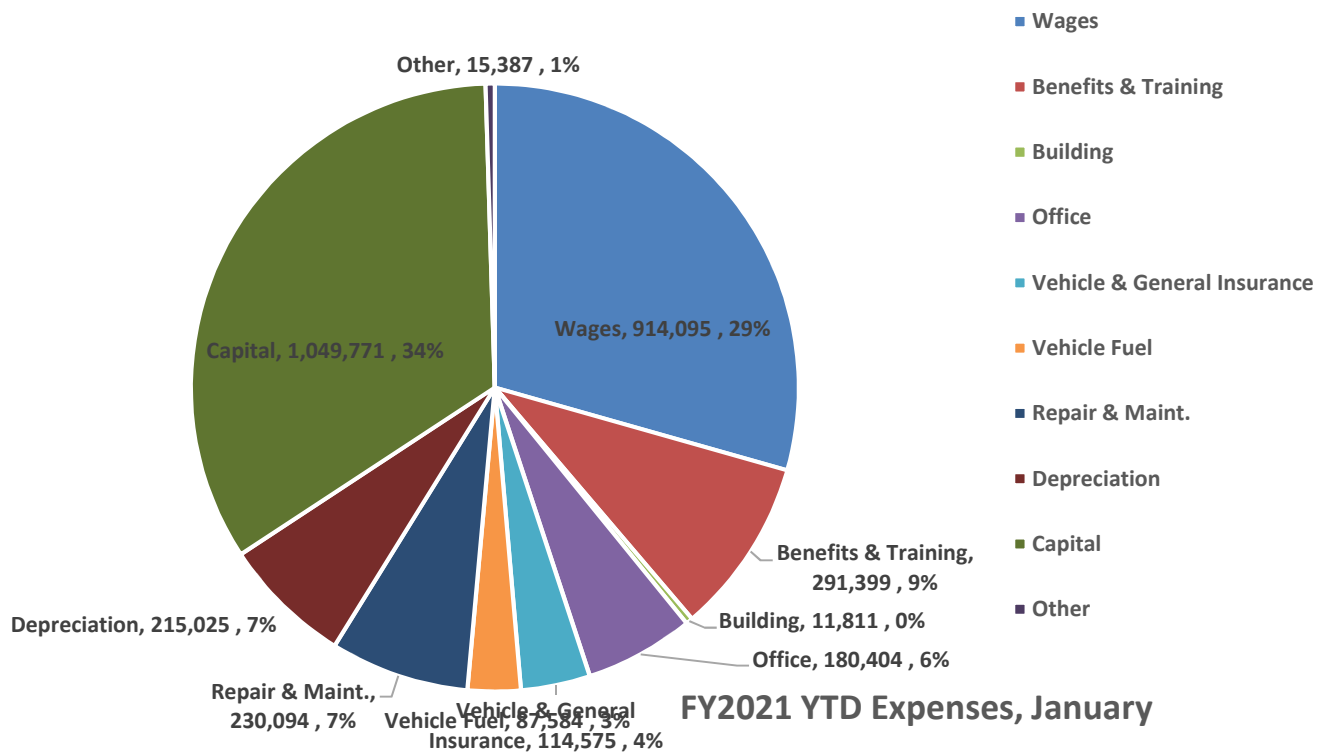
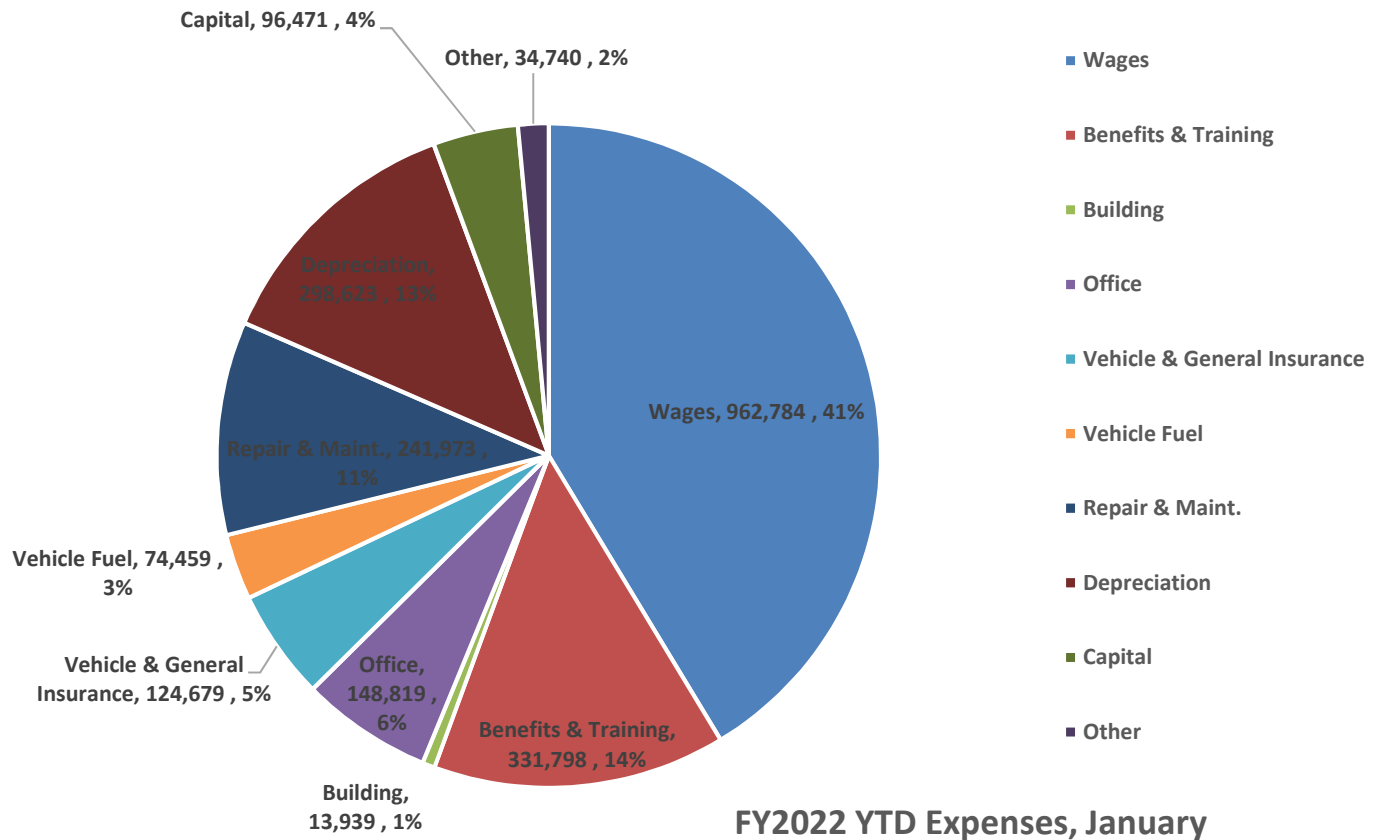
	<b>FY2022</b>				<b>FY2021</b>		
	Estimate	Month Ended January	Remaining Estimate	Percentage Realized	Revised Estimate	Month Ended January	Percentage Realized
General Revenues:							
Sale of surplus property	0	37,596	(37,596)	0.0%	0	870	0.0%
Donations	0	0	0	0.0%	0	0	0.0%
Interest earned	0	0	0	0.0%	0	0	0.0%
Advertising commissions paid	(12,200)	(16,223)	4,023	133.0%	(20,000)	(3,491)	17.5%
Miscellaneous revenue	500	7,638	(7,138)	1527.6%	2,000	2,950	147.5%
YCCTC Repairs Revenues:							
Repair parts	52,000	29,332	22,668	56.4%	100,000	29,930	29.9%
Repair labor	63,000	25,028	37,972	39.7%	75,000	35,828	47.8%
Other Agency Repairs Revenues:							0.0%
Repair parts	20,000	13,781	6,219	68.9%	20,000	11,107	55.5%
Repair labor	15,000	9,446	5,554	63.0%	15,000	8,772	58.5%
Local Service Revenues:							
FTA Urban grant	1,054,350	840,974	213,376	79.8%	614,135	548,570	89.3%
Local fares	150,500	155,951	(5,451)	103.6%	283,000	72,407	25.6%
Advertising sales	40,000	28,368	11,632	70.9%	84,000	13,200	15.7%
Contract stops	82,000	63,209	18,791	77.1%	128,000	82,023	64.1%
MDOT grants	31,450	57,969	(26,519)	184.3%	31,145	31,145	100.0%
UNE contribution	72,000	24,000	48,000	33.3%	72,000	24,000	33.3%
Other local service revenues	0	0			0	0	
Zoom Service Revenues:							
Zoom fares	6,500	15,220	(8,720)	234.2%	110,000	2,282	2.1%
Advertising sales	0	4,012	(4,012)	0.0%	30,000	0	0.0%
MDOT Zoom grant	526,935	258,673	268,262	49.1%	140,000	193,961	138.5%
MTA Zoom grant	0	18,774	(18,774)	0.0%	130,000	41,766	32.1%
Intercity Service Revenues:							
Intercity fares/ticket sales	50,100	28,018	22,082	55.9%	127,000	12,959	10.2%
Advertising sales	0	525	(525)	0.0%	20,000	0	0.0%
MDOT Intercity grant	687,104	289,843	397,261	42.2%	586,850	358,922	61.2%
Municipal contributions	25,000	25,000	0	100.0%	25,000	25,000	100.0%
Mobility/Outreach Coordinator							
FTA Planning grant	52,953	32,368	20,585	61.1%	36,895	19,573	53.1%
Fuel Sales Revenue:							
Fuel sales	0	0	0	0.0%	0	0	0.0%
Non-operating Revenues:							
FTA non-operating grants	3,927,739	468,276	3,459,463	11.9%	288,000	830,358	288.3%
MDOT non-operating grants	0	440,000	(440,000)	0.0%	0	0	0.0%
MDOT RTAP grant	0	0	0	0.0%	15,000	0	0.0%
Other grants	104,860	0	104,860	0.0%	0	7,613	0.0%
Capital grants	0	0	0	0.0%	0	0	0.0%
Municipal contributions	600,000	600,000	0	100.0%	375,000	495,000	132.0%
Other non-operating revenues	0	0	0	0.0%	473	0	0.0%
<b>TOTAL REVENUES</b>	<b>7,549,791</b>	<b>3,457,778</b>	<b>4,092,013</b>	<b>45.8%</b>	<b>3,288,498</b>	<b>2,844,745</b>	<b>86.5%</b>
Total, less Municipal contributions	6,949,791	2,857,778	4,092,013	41.1%	2,913,498	2,349,745	80.7%
Total fares	207,100	199,189	7,911	96.2%	520,000	87,648	16.9%
Total less fares & Municipal conts.	6,742,691	2,658,589	4,084,102	39.4%	2,393,498	2,262,097	94.5%
Total external repairs/fuel sales	150,000	77,587	72,413	51.7%	210,000	85,637	40.8%
Total operating revenues	2,917,192	1,949,502	967,690	66.8%	2,610,025	1,511,774	57.9%

**B-S-OOB Transit Committee**  
**Monthly Financial Report - Expenditures**  
**Month Ending December 2021**

Target %: 58	FY2022				FY2021		
	Revised Budget	Month Ended January	Remaining Budget	Percentage Expended	Revised Budget	Month Ended January	Percentage Expended
Admin/Overhead Expenditures:							
Salaries & wages	342,361	210,008	132,353	61.3%	319,374	221,508	69.4%
Employee benefits	204,064	134,910	69,154	66.1%	171,984	112,155	65.2%
Other employment costs	30,300	19,649	10,651	64.8%	22,520	16,981	75.4%
Purchased professional svcs.	67,000	49,181	17,819	73.4%	60,100	25,433	42.3%
General operating costs	169,850	382,444	(212,594)	225.2%	322,400	286,733	88.9%
Insurances	196,363	124,689	71,674	63.5%	96,000	114,575	119.3%
Borrowing costs	0	(2,166)	2,166	0.0%	0	(1,091)	0.0%
Contingency	0	0	0	0.0%	0	0	0.0%
Garage Operating Expenditures:							
Salaries & wages, regular	354,061	194,234	159,827	54.9%	258,918	189,829	73.3%
Overtime wages	39,252	32,317	6,935	82.3%	24,082	23,196	96.3%
Employee benefits	118,488	60,192	58,296	50.8%	72,699	58,359	80.3%
Other employment costs	2,000	1,772	228	88.6%	3,745	1,610	43.0%
Reclassification to external repairs	(115,000)	(61,796)	(53,204)	53.7%	(160,000)	(69,444)	43.4%
General operating costs	159,430	75,428	84,002	47.3%	145,235	76,464	52.6%
YCCTC Repairs Expenditures:							
All costs	110,000	46,738	63,262	42.5%	155,000	60,382	39.0%
Other Agency Repairs Expenditures:							0.0%
All costs	20,000	21,249	(1,249)	106.2%	32,000	17,215	53.8%
Bus Services Expenditures:							
Salaries & wages, regular	959,126	541,930	417,196	56.5%	704,577	441,235	62.6%
Overtime wages	34,627	41,434	(6,807)	119.7%	39,677	23,905	60.2%
Employee benefits	248,755	124,728	124,027	50.1%	174,460	107,163	61.4%
Other employment costs	0	40	(40)	0.0%	9,744	0	0.0%
Advertising costs	7,500	308	7,192	4.1%	1,500	1,000	66.7%
Fuel costs	210,410	72,362	138,048	34.4%	176,896	85,572	48.4%
General operating costs	123,500	79,546	43,954	64.4%	233,800	65,049	27.8%
Mobility/Outreach Coordinator							
Salaries & wages, regular	47,326	24,534	22,792	51.8%	39,601	15,032	38.0%
Overtime wages	0	744	(744)	0.0%	990	36	3.6%
Employee benefits	5,125	2,678	2,447	52.3%	4,395	1,573	35.8%
Other employment costs	0	0	0	0.0%	333	0	0.0%
General operating costs	13,020	6,749	6,271	51.8%	800	4,264	533.0%
Fuel Sales Expenditures:							
Fuel costs	0	0	0	0.0%	0	0	0.0%
Non-operating Expenditures							
Training/Travel/Lodging	0	0	0	0.0%	200	0	0.0%
Consultants	19,200	25,014	(5,814)	130.3%	30,000	79,288	264.3%
RTAP grant expenses	0	0	0	0.0%	15,000	0	0.0%
Repairs & maintenance, non-cap	0	0	0	0.0%	0	106	0.0%
Loss on disposal of assets	0	0	0	0.0%	0	0	0.0%
Capital equipment	4,013,368	96,471	3,916,897	2.4%	330,000	1,049,771	318.1%
Other non-oper. Expense	169,665	1,800	167,865	1.1%	2,468	(5,316)	-215.4%
Total Expenditures	7,549,791	2,307,187	5,242,604	30.6%	3,288,498	3,002,583	91.3%
Total Personnel Costs	2,400,485	1,395,361	1,005,124	58.1%	1,874,099	1,220,735	65.1%
Total Fuel Costs	210,410	72,362	138,048	34.4%	176,896	85,572	48.4%
Total Capital Equipment Costs, net	4,013,368	96,471	3,916,897	2.4%	330,000	1,049,771	318.1%
Total Other Costs	1,062,048	829,288	232,760	78.1%	1,142,103	715,818	62.7%









January 31, 2022

Nichole Wood  
City of Biddeford, Finance Director  
205 Main Street  
Biddeford, 04005

BSOOB Transit Municipal Funding Request – Fiscal Year 2023

Ms. Wood,

The Biddeford-Saco-Old Orchard Beach Transit Committee hereby requests an allocation of \$220,000 from each of the parent municipalities for FY23, beginning July 1, 2022. This is an increase of \$20,000 and is part of a stepped process to increase funding in a sustainable way. This contribution was tentatively agreed upon in the FY22 budget process. The request for FY24 will be \$240,000 for each community. It should be noted that these increases were contemplated prior to the recent transition of the BSOOB Transit workforce to a union shop, which could lead to higher operating costs beyond the term of the current agreement, ending June 2024.

As a direct recipient of Federal Transportation Administration grants, BSOOB Transit relies on municipal match for grant funding. These grant programs require a local match between 20% - 50%, dependent on the use (ex. capital vs. operating). There are many current opportunities for discretionary capital grants, but the resources to support operating costs are not as readily obtainable. This is where the municipal contribution is vital.

In 2021, BSOOB Transit used grant awards to purchase two commuter coaches and eight trolleys. In spring of 2022, we will receive two of the first all-electric buses in Maine. These new vehicle purchases were overdue, as our fleet was operating vehicles well beyond their useful life. Now with a refreshed fleet, we are excited at the opportunity to provide cleaner, more efficient, and more reliable service to our communities.

We recognize municipal investment in transit comes under scrutiny each budget. To address this, BSOOB Transit is keeping the municipal request to a minimum. Throughout the pandemic, BSOOB Transit has used the municipal contribution in addition to CARES and CRSSA funding to maintain operations. Unfortunately, these legislative-dependent resources are not likely to continue beyond 2023, which is why we are currently competing for ARPA funds, both in the PACTS region and York County. While the ARPA funding projects may be longshots, BSOOB Staff are working tirelessly to develop proposals that will provide multi-year operational support.

BSOOB Transit and the municipal partners must prepare for future transit investment. The transformation of Biddeford into a model city of walkability, transit oriented development, and pedestrian friendly spaces necessitates transit funding. Increasing municipal investment will directly result in improved service frequency and better connections between residents, jobs, and economic activities.

I am happy to present this information to City Council, staff, and any other parties involved in the budget process. Please feel free to reach out with any requests for clarification or additional information.

Regards,

Chad Heid, Executive Director  
BSOOB Transit

Customer Service  
Administration/Fleet Services

138 Main St.  
13 Pomerleau St.

Saco, ME 04072  
Biddeford, ME 04005

207-282-5408  
BSOOBTransit.org

# **Maine Public Utilities Commission**

## **Report Regarding Rates to Support Electric Vehicle Charging**

**Pursuant to An Act To Facilitate Maine's Climate Goals by  
Encouraging Use of Electric Vehicles**

**P.L 2021, ch. 402**



**Presented to the Joint Standing Committee on Energy, Utilities and  
Technology**

**February 10, 2022**

## I. Background

During the First Special Session of the 130<sup>th</sup> Legislature, the Legislature enacted An Act To Facilitate Maine's Climate Goals by Encouraging Use of Electric Vehicles (Act).<sup>1</sup> Section 4 of the Act directs the Maine Public Utilities Commission (Commission) to open an inquiry to review “alternative rate structures to support electric vehicle charging stations for nonresidential applications, including, but not limited to, for light duty vehicles, medium duty vehicles, heavy duty vehicles and transit and other fleet vehicles.”

The Act requires the Commission to obtain alternative rate proposals from Maine’s transmission and distribution utilities. Specifically, subsection 4(1) of the Act provides:

1. As part of the inquiry, the Commission shall direct each transmission and distribution utility in the State to develop and submit by November 1, 2021 one or more proposed rate schedules to support the installation and sustainable operation of existing and new electric vehicle charging stations and shall accept public comment on such rate schedules, including any proposals for such rate schedules, both in advance of and during its review of the proposed rate schedules submitted by each utility. A rate schedule proposed by a transmission and distribution utility must:

A. Be designed to support electric vehicle charging and align with and support relevant strategies of the State's climate action plan adopted and updated under the Maine Revised Statutes, Title 38, section 577 and to help achieve the State's greenhouse gas emissions reduction levels under Title 38, section 576-A; and

B. Include an evaluation of the relative direct and indirect costs and benefits associated with each proposed rate and must account for varying scenarios of electric vehicle adoption and usage.

The Act further requires the Commission to review the rate proposals and any comments on them it receives and evaluate the costs and benefits of alternative rate structures and develop recommendations “regarding the establishment of alternative rate structures to support electric vehicle charging stations for nonresidential applications.” In doing so, the Act directs the Commission to consider clean transportation recommendations found in the State’s climate action plan as well as reports or recommendations on clean transportation plans or electric vehicle infrastructure or use issued by state departments or agencies, as well as “the results of any completed or ongoing pilot programs in the State related to electric vehicle charging.” The Commission is directed to submit this report regarding its findings from the inquiry, including any recommendations or proposed legislation concerning the establishment of alternative rate structures for these purposes.

---

<sup>1</sup> [PL 2021, c. 402](#)

The Commission hereby submits this report to the Joint Standing Committee on Energy, Utilities and Technology. The report provides background and context regarding transmission and distribution (T&D) utility rate design principles as well as a summary of State policies, plans, reports, and recommendations related to clean transportation and electric vehicle (EV) infrastructure and charging. In addition, the report provides a short description of EV charger “levels” and usage profiles, and a summary of pending Commission proceedings involving EV programs and rate structures. Finally, as directed by the Act, this report provides the Commission’s recommendations with respect to establishing rate structures to support EV charging for non-residential applications.<sup>2</sup>

In summary, the Commission’s recommends that EV rates be designed in accordance with the following principles:

- Rates should reasonably reflect the underlying cost of T&D service applicable to EV charger usage;
- Rates should reasonably reflect and accommodate differences in EV charger demand requirements and typical customer usage patterns;
- Utility terms and conditions (T&C) for “make ready” or other EV installation measures and investments should track T&C for similar system expansions and/or customer-sited installations pending the outcome of ongoing EV Pilot programs and consideration of the availability of federal or other funding sources;
- Customer education, targeted funding, or other EV-related subsidy programs should be provided through the Efficiency Maine Trust (EMT);
- EV rates should be designed consistent with (i) long-term policies and goals for electrification; (ii) efficient use of the T&D system; and (ii) existing and developing EV-related technologies.

## **II. Relevant Statutory Provisions; State Policies; Activities of Other State Departments or Agencies**

Title 38 M.R.S. § 576-A contains the State’s emission reduction goals. Carbon emissions are to be reduced 45% below 1990 levels by January 1, 2030 and 80% below 1990 levels by January 1, 2050. In Title 35-A, one purpose guiding the Commission is to “reduce greenhouse gas emissions to meet the greenhouse gas emissions reduction levels” in this statute.<sup>3</sup> Section 103-A directs the Commission to facilitate achievement of these goals.<sup>4</sup>

To meet the State’s goals, reduction of emissions in the transportation sector plays a large role. The Department of Environmental Protection’s (DEP) Eighth Biennial

---

<sup>2</sup> Although not required by the Act, this report also references residential EV applications.

<sup>3</sup> See [35-A MRS § 101](#)

<sup>4</sup> See [35-A MRS § 103-A](#)



Report on Progress toward Greenhouse Gas Reduction Goals<sup>5</sup> demonstrates that in 2017, 54% of Maine's emissions of greenhouse gases (GHGs) came from the transportation sector. Strategy A of Maine's Climate Action Plan *Maine Won't Wait*<sup>6</sup> aims to accelerate the transition to EVs in the state, estimating that Maine should have 219,000 light-duty EVs on the road by 2030 to be on track to meet the goals.

Several state agencies are working together to advance this policy. The Governor's Office of Policy Innovation and the Future and Governor's Energy Office, in concert with the Maine Department of Transportation (MDOT), the DEP, and the Efficiency Maine Trust (EMT or the Trust, a quasi-state agency), issued a Clean Transportation Roadmap<sup>7</sup> (Roadmap) on December 15, 2021. The Roadmap identifies various options for meeting the climate action plan including further incentives to support EV purchasing and expanded EV charging. Since 2019, the number of registered electric and plug-in hybrid vehicles in Maine has increased by more than 90 percent and the number of public EV charging stations has increased by 62 percent. The Maine Jobs & Recovery Plan and the federal Infrastructure Investment and Jobs Act are expected to provide federal funds for more charging stations in the coming years.

Providing emphasis for the importance of developing a charging infrastructure for non-residential vehicles, the Roadmap states that medium- and heavy-duty vehicles produce approximately 27% of the transportation sector emissions, second only to light-duty cars and trucks (60%). The Roadmap states that the ability to increase the deployment of charging stations was among constraints to the growth of EV use in Maine.

A consultant hired to assist with preparation of the Roadmap made several program recommendations for expanding the EV charging network, including expanding the availability of public Level 3 charging stations, providing for access to EV charging for residents of apartment complexes, and EV-ready building codes. The Roadmap suggests that providing relief from utility demand charges in the cost of charging would promote the use of public EV charging.

The MDOT's Public Transit Advisory Council 2021 Biennial Report notes that EV charging infrastructure was to be delivered in 2021 to the Biddeford, Saco and Old Orchard Beach Transit and the Greater Portland Transit District. The MDOT plans to purchase EVs for 50% of its light-duty fleet by 2025 and 100% by 2030. The goals for the medium- and heavy-duty fleet remain a work in progress.

---

<sup>5</sup> See, <http://www.maine.gov/tools/whatsnew/attach.php?id=1933469&an=1>

<sup>6</sup> See, [https://www.maine.gov/future/sites/maine.gov.future/files/inline-files/MaineWontWait\\_December2020.pdf](https://www.maine.gov/future/sites/maine.gov.future/files/inline-files/MaineWontWait_December2020.pdf)

<sup>7</sup> <https://www.maine.gov/future/initiatives/climate/cleantransportation>

The Department of Education is currently seeking competitive grants for EV school buses and is working with school districts so that EV charging stations are included in new school construction projects.

The Commission has considered these policies and matters in forming the conclusions presented in this report.

### III. EV Charger Summary Information: Charger Levels; Usage Patterns; Business Models

As shown in Figure 1, different categories of EV chargers vary in electricity demand levels and usage requirements. The differences range from chargers with relatively high kW demand levels that require relatively short charge times to chargers with relatively low kW demand levels that require long charge times.

<b>FIGURE 1 -- TYPES OF ELECTRIC VEHICLE CHARGING EQUIPMENT</b>				
	<b>Level 1</b> (110V AC)	<b>Level 2</b> (220V AC)	<b>Level 3</b> (480V DC Fast Charger)	<b>XFC</b> (800+V DC Extreme Fast Charger)
<b>Typical Application</b>	Residential/ workplace	Residential/ workplace (most home & public chargers are Level 2) (a)	For rapid charging along heavy traffic corridors	An emerging technology for extremely fast charging.
<b>Typical Cost for Equipment &amp; Installation</b>	\$300 - \$4,500 (charger typically included with EV purchase or lease) (a)	\$1,000 - \$19,000 (networking often increases costs) (a)	\$15,000 - \$91,000 (a)	N/A
<b>Time to Charge for 200 miles</b>	2,143 minutes (36 hours) (b)	417 minutes (7 hours) (b)	20 - 60 minutes (0.33 - 1.0 hours) (a)(b)	7.5 minutes (0.1 hours) (b)
<b>Demand (kW)</b>	1.4 (b)	7.2 (b)	50 - 150 (a)	400 (b)
<b>Energy (kWh)</b>	50	50	50	50

Sources:

(a) - <https://www.energycymaine.com/at-work/electric-vehicle-charging/>

(b) - United States Department of Energy, Office of Energy Efficiency & Renewable Energy, "Enabling Fast Charging, A Technology Gas Assessment", October 2017

[https://www.energy.gov/sites/prod/files/2017/10/f38/XFC%20Technology%20Gap%20Assessment%20Report\\_FINAL\\_10202017.pdf](https://www.energy.gov/sites/prod/files/2017/10/f38/XFC%20Technology%20Gap%20Assessment%20Report_FINAL_10202017.pdf)

These usage levels and patterns are important factors to consider when designing rates for EV charging since they can be indicative of how EV charging can affect the underlying costs of providing T&D service and, as such, can inform how to design rates that reasonably reflect these costs. For example, a charger that would impose a high peak demand on the system for a short period of time, e.g., one hour or

less, might indicate that a demand (kW) charge-based rate structure would be more appropriate than an energy (kWh) charge-based structure. Additionally, given the goal of the Act is to “encourage” and “support” the use of electric vehicles in Maine, differences in expected usage patterns by customers in various sectors, e.g., residential vs. public transit, may also be important practical considerations to ensure that the rates reasonably accommodate and enable customers to efficiently charge such vehicles.

As discussed below, the rate design proposals under consideration in pending Commission proceedings include options designed for Level 1, 2 and 3 chargers, as well as for residential and non-residential customers, including public and school transit fleets.

#### **IV. Existing EV Programs in Maine**

##### **A. EV Pilots**

In 2019, pursuant to An Act to Support Electrification of Certain Technologies for the Benefit of Maine Consumers and Utility Systems and the Environment (P.L. 2019 Ch. 365, Section 5), the Commission initiated a proceeding to solicit proposals and implement pilots for “beneficial electrification in the transportation sector.”<sup>8</sup> On February 25, 2020, the Commission issued an order approving three proposals for pilot programs – two from Central Maine Power Company (CMP) and one from EMT. The CMP programs included one through which CMP would provide support for Level 2 charger installation, or “make-ready” work (Make Ready Pilot) and another that provided a new, two-part demand rate designed for Level 3 “fast chargers” (Rate B-DCFC).<sup>9</sup> Under the EMT program, customers would receive rebates for costs associated with installing Level 2 chargers and EMT would produce some educational materials on EVs for consumers. The EMT rebates would be funded by three sources - electric ratepayers, VW settlement funds,<sup>10</sup> and private matching funds from participants. In approving both the CMP “Make Ready” and EMT rebate programs, the Commission noted that the pilots would provide a comparison between the approaches.

In July and November of 2021, CMP and EMT provided status reports regarding their EV pilot programs. With respect to its Rate B-DCFC pilot, CMP noted in its July

---

<sup>8</sup> Docket 2019-00217

<sup>9</sup> The DCFC rate is comprised of a two-part demand charge - a non-coincident peak demand charge (“NCP”) and a coincident peak (“CP”) demand charge. The rate is designed to reflect the underlying cost of T&D service, while also providing potential cost savings to customers that manage their charging usage in response to the price signals it provides. To evaluate the pilot, CMP would conduct a bill impact analysis to assess the delivery cost savings under the new rate versus what would otherwise have been incurred.

<sup>10</sup> In 2016 and 2017, the U.S. District Court in Northern California approved consent decrees between Volkswagen and Audi (collectively VW) and the U.S. Environmental Protection Agency (EPA), California, and the Federal Trade Commission to settle allegations of installing defeat devices on 2.0 and 3.0 liter diesel vehicles sold or leased in the United States. A portion of the settlement money was provided to states to be used to reduce vehicle pollution, such as by installing public EV charging stations.



2021 update that, as of that time, there were three customers eligible for the rate, with two electing to take advantage of it. Based on the data available, CMP was able to report results for only one of those customers, which indicated delivery rate savings of about 46%, which CMP noted was in line with the savings it had estimated.

CMP engaged several companies to solicit feedback on the rate design pilot including Tesla and ChargePoint. Tesla indicated support for the rate design noting that “predicting when the coincident peak will occur for a charging station is easier than predicting when a station’s non-coincident peak will occur.” ChargePoint, a participant in the CMP rate pilot, noted its interest in learning more about operating a station under this rate structure. Electrify America perceives a higher level of uncertainty related to the occurrence of the coincident peak but will continue to monitor.<sup>11</sup>

## B. Other Activity and Programs in Maine

### 1. Efficiency Maine Trust

A number of Level 2 and Level 3 EV charging stations are now in service or under development throughout the State.<sup>12</sup> These reflect projects developed with funding provided through one or more EMT-run programs as well as projects supported by private sector funds.



Figure 2: Charging Station Locator

<sup>11</sup> Finally, in August of 2021, CMP modified the language of its Tariff to clarify that new Level 2 charging arrays are also eligible to participate. The Company anticipated evolving market situations where a sufficient number of Level 2 charging stations behind a single meter could become a demand billing customer.

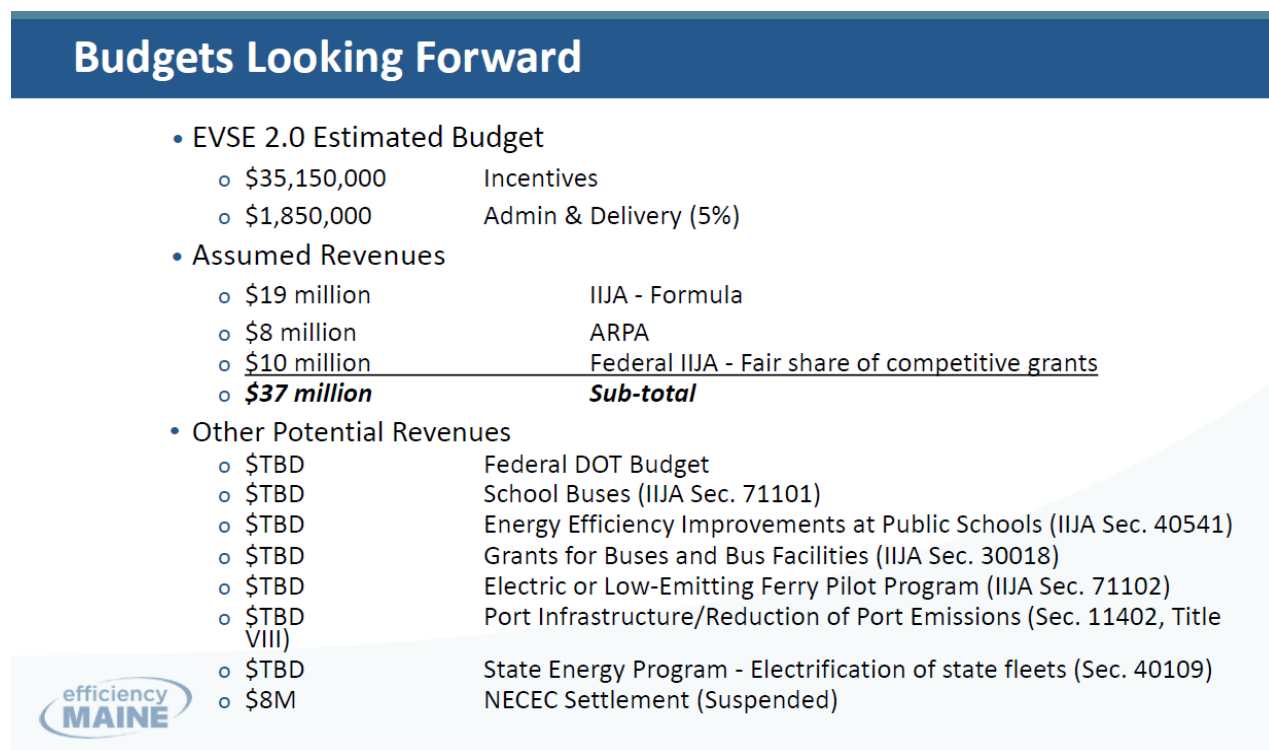
<sup>12</sup> Source: Efficiency Maine 01/2/2022 presentation to the Commission.

## a. Efficiency Maine Trust Programs

In addition to the pilot described above, EMT has administered several programs to facilitate transition of the transportation sector to EVs. To date, funding for the EV initiatives have been from the VW settlement funds and the above-described pilot program. As part of its upcoming triennial plan (Triennial Plan V), EMT includes additional EV program investments.

In addition, according to EMT, more than \$37 million in federal or other external funding sources is likely to be available in the near term to support EV charger deployment and use in Maine over the next few years. Detail about the funding sources is shown in Figure 3 below. The availability of this funding suggests that there may be little, if any, need to additionally subsidize EV charging through electric rates.

**Figure 3: Efficiency Maine Trust EV Budgets<sup>13</sup>**



<sup>13</sup> Source: Efficiency Maine 01/21/2022 presentation to the Commission.

EMT’s focus on EVs and on helping Maine reach its target of 220,000 light duty EVs registered in Maine by 2030 (the target established by the Maine Climate Council) is reflected in EMT’s Triennial Plan V for Fiscal Years 2023-2025. Figure 4 below compares the *Maine Won’t Wait* goals to the EMT Triennial Plan V targets:

**Figure 4<sup>14</sup>**

<b>Total NEW Plugs Needed 2021-2025</b>	<b>Public L2</b>	<b>DCFC</b>
Maine Won't Wait	1,546	504
ACCII	1,072	357
AEO 2021 Ref Case	182	83
EMT TriPlan V	1,285-1,655	187-327

Appendix N to the Triennial Plan V, “Electric Vehicle Initiatives – Targets and Priorities for Future Funding Sources” provides additional details on the Trust’s targets, plans, and accomplishments to date.<sup>15</sup> In the Plan, the Trust has proposed two scenarios for reaching the statewide target by 2025.

- **Scenario 1** is characterized by gradual growth each year from FY2022 to FY2025, resulting in a cumulative total of 25,000 EVs registered in Maine by the end of Triennial Plan V.
- **Scenario 2** is characterized by a doubling of growth each year from FY2022 to FY2025, resulting in a cumulative total of 42,750 EVs registered in Maine by the end of Triennial Plan V.

The Trust applies these targets to light duty vehicles only and not to medium or heavy duty vehicles given that light duty vehicles “constitute 91 percent of the vehicle miles traveled in the state and are responsible for the overwhelming majority of greenhouse gas emissions.”<sup>16</sup> Moreover, the Trust points out that focusing heavily on medium and/or heavy duty vehicles at this time does not make sense given that the EV technology for those vehicles has not yet reached the same level of performance and reliability as light duty EVs (particularly in cold climates) and that the cost of medium, and heavy duty EVs is much higher than light duty EVs.<sup>17</sup>

<sup>14</sup> Source: Efficiency Maine 01/21/2022 presentation to the Commission.

<sup>15</sup> <https://www.efficiencymaine.com/triennial-plan-v/>

<sup>16</sup> Triennial Plan, Appendix N at 2, citing Maine Department of Environmental Protection, Bureau of Air Quality, Mobile Sources Section, personal communication with modeling personnel, February 24, 2020.

<sup>17</sup> *Id.* at 8.

However, with respect to medium and heavy duty vehicles (or marine EVs), the Trust explains that funding permitting, it would develop a pilot program to focus on transit buses, school buses, and medium (also known as Class 6, single unit, or straight) trucks that may include financial incentives to purchase vehicles and establish charging stations. The Trust preliminarily estimates that such a pilot would cost approximately \$7.84 million.

## **2. Local Initiatives**

Finally, several municipalities and school districts in Maine have taken steps related to the use of EVs. A sample and summary of these is provided below:

### Portland

- Based on its webpage, updated on September 3, 2021, Portland has installed four Level 1 and nine Level 2 chargers in various public spaces. The city is currently planning more Level 2 and 3 chargers. Some businesses have installed chargers as well (only one Level 3 DC charger is mentioned on the website along with 8 Tesla Superchargers). [Electric Vehicle Charging Stations | Portland, ME \(portlandmaine.gov\)](https://www.portlandmaine.gov/electric-vehicle-charging-stations)
- Users of Portland's public charging stations must have an account set up with ChargePoint. The cost to use these stations is 15 cents/kWh during the charging session. Ten minutes after the charge is complete, customers are assessed 25 cent/minute fee to incentivize drivers to move their vehicles. [Electric Vehicle Fees \(portlandmaine.gov\)](https://www.portlandmaine.gov/electric-vehicle-fees)
- Additional information about the EV charging in Portland is provided here: <https://www.portland.gov/transportation/electric-vehicles/charging-your-ev>

### South Portland

- "The City is developing a new EV charging ordinance that will require new and fully reconstructed parking lots have EV charging stations in 20% of spaces and the remaining 80% be EV-capable (supplied with supportive electric infrastructure for future installation of EV charging stations)." [City of South Portland, Maine | Official Website: Vehicle Electrification](https://www.cityofsouthportland.com/vehicle-electrification)
- In March 2021, the Code Enforcement Office leased four Hyundai Konas [City of South Portland, Maine | Official Website: Vehicle Electrification](https://www.cityofsouthportland.com/vehicle-electrification)

### Bangor

As reported by the Bangor Daily News, the Bangor Police Department has one electric vehicle in its fleet.

[A new Bangor police car is piquing interest as the department's 1st electric vehicle \(bangordailynews.com\)](https://bangordailynews.com/2021/03/25/a-new-bangor-police-car-is-piquing-interest-as-the-department-s-1st-electric-vehicle/)

## MDI High School

MDI High School has acquired an electric school bus funded in part with funds from the VW settlement.

<https://www.newscentermaine.com/article/news/education/schools-that-shine/maine-rolls-out-states-first-electric-school-bus/97-eb0cbf2e-3993-4119-8a1d-9c9d88fd556e>

## Maine SAD 49

Maine SAD 49 has recently received an EPA grant toward funding for an EV school bus.

<https://www.epa.gov/newsreleases/epa-awards-20000-maine-school-district-replace-school-bus>

## **V. Commission Proceedings<sup>18</sup>**

The Commission opened an investigation into general issues concerning rate design in the summer of 2021 in Docket No. 2021-00198. Some utilities and other interested parties filed comments. In September, the Commission issued an order in this docket directing all Maine T&D Utilities to file by November 1, 2021, proposed rate schedules supporting electric vehicle charging as required by subsection 4 of the Act.

On November 1, rate schedules were filed by CMP and Versant Power (Versant). Also, on that date, the Fox Islands Electric Cooperative (FIEC) requested a waiver from the requirement. Waiver requests were subsequently filed by Madison Electric Works (MEW) and Eastern Maine Electric Cooperative (EMEC) on November 5, and Van Buren Light & Power District (VBLPD) on November 8.

On November 17, the Commission issued an order indicating that it lacked the authority to grant a waiver and again directed all utilities to file the required rate schedules. Subsequently, proposed rate schedules were filed by EMEC (November 19), VBLPD (November 22), FIEC (December 1), and Houlton Water Company (HWC) (December 8).<sup>19</sup>

Comments were filed by EMT, Competitive Energy Services (CES), ChargePoint, Inc. (Charge Point), Conservation Law Foundation (CLF), and combined comments from Biddeford, Saco and Old Orchard Beach Transit District and Greater Portland

---

<sup>18</sup> Although not the focus of the Act, parties also provided input regarding residential EV rates. All documents generated during the Commission's investigation, including the proposed rate schedules summarized below, may be viewed in the Commission's Case Management System under Docket No. 2021-00198 at this link: [Online Services | MPUC \(maine.gov\)](#).

<sup>19</sup> To date no proposed rate schedules have been received from MEW or from Kennebunk Light & Power District (KLPD).

Transit District. With limited exception, all of these comments concerned the proposed schedules filed by CMP or Versant.

Finally, the Commission contacted the following State agencies for information on efforts to increase the availability of EV charging stations: EMT, MDOT, DEP, Maine Department of Education and the Governor's Energy Office. These are discussed in Section II, above.

As described below, CMP and Versant each proposed a suite of rates for EV charger use. According to the utilities, the proposed EV rates are cost-based and are designed to support various levels of EV chargers and types of end-users.

The following sections provide a brief description of the comments and proposed rate schedules filed by the T&D Utilities, followed by a summary of the comments of the non-utility persons.

The Commission notes that it has opened another investigation concerning rate design for multiple uses (EV, battery storage and heat pumps) that will include an examination of residential rates. This matter is currently underway in Docket No. 2021-00325.

#### **A. Central Maine Power Company**

CMP expresses strong support for efforts to reduce carbon and address climate change and believes that rate design for EV charging will help the effort. CMP notes that although its pilot programs (see Section IV, above) are not yet complete, some initial learnings informed the development of its proposed rate schedules. CMP cites the importance of creating rate designs to promote the rapid deployment of EV charging, referencing a stakeholder initiative of The Nature Conservancy (Maine Utility/Regulatory Reform and Decarbonization Initiative ("MURRDI")) that includes the recommendation that a customer's flexible use of electricity is promoted by dynamic rate design.

CMP indicated that it has proposed updated time of use (TOU) peak and off-peak time periods to be more in line with a cost of service study prepared in connection with its last rate case. These new time periods and rates are designed to send proper price signals to customers. For some of its proposed rates, CMP notes that it would need to reconfigure its metering and billing system and estimates that 15 months would be needed for this, at a cost of approximately \$2 million.

CMP states that its proposed rates would minimize cross-subsidization between customers, contribute to customer understanding through simplification, provide options for customers and allow customers to lower delivery charges and contribute to the State's goals.

## **1. Summary of CMP's Proposed Rate Schedules**

CMP notes that its rates are designed consistent with its 2018 Marginal Cost of Service (MCOS) Study. Specifically, the distribution portion is designed to reflect underlying costs that are “customer-related”, “local facility-related”, and “upstream facility-related”. With respect to transmission, CMP reflects key drivers for both local and regional transmission costs, in particular the importance of demand at the time of system peaks.

CMP proposes to modify some of its existing rates for residential and small commercial customers, including A-TOU (optional residential time-of-use rate) and SGS-TOU (optional small general service time-of-use rate) to better align with the 2018 MCOS and transmission costs. These rates would apply to a customer's whole usage, including any EV charging. CMP also proposes updating Rate A-LM (Residential Load Management Service rate) to be more reflective of the 2018 MCOS and to open that rate to allow EV charging as an allowed separately metered technology for customers in these sectors. CMP also proposes new rate options for residential and small commercial customers that include a demand charge.

For medium and large commercial/institutional/industrial customers, CMP proposes to expand the availability of Rate B-DCFC, which is the rate currently offered on a limited basis under the ongoing Pilot Program described in Section IV above. For public transit charging, including transit buses, school buses, and ferries, CMP proposes two new rate options targeted to support the unique needs and usage characteristics of these sectors.

CMP also notes the importance of an accompanying TOU supply/standard offer product option and suggests that such a product for residential and SGS customers be considered.

## **B. Versant Power**

Versant notes the importance of meeting the state's GHG and clean energy goals. The Company points out that its current ongoing investments in advanced metering infrastructure (AMI) and its meter data management system (MDMS) will allow for new “advanced” rate options. Versant indicates that it would be able to offer certain rates for EV charging beginning later this year or in 2023, with the more advanced rates being developed and available system-wide when the AMI and MDMS are in operation. When this metering transition is complete, Versant plans to offer similar or identical rates by class to all of its customers both north and south. For now, Versant proposes interim rate schedules for customers in the Bangor Hydro District (BHD) that use its current metering capabilities.

## **1. Summary of Versant's Proposed Rate Schedules**

Versant proposes a “whole house TOU rate” (Residential EV Rate 1) that is an expansion of its existing Residential TOU Rate A4 (currently available only to individual apartments) available in the BHD. Service under Residential EV Rate 1 will require a meter preprogrammed to register use in peak, shoulder and off-peak periods. The cost of the meter would not be charged to the customer. This rate will be a new offering in the Maine Public District (MPD).

Versant also proposes to expand its current Residential Electric Thermal Storage Service Rate (Rate A1) to allow EV charging as an allowed technology. Service under this rate requires a separate meter (no separate fee), proof of EV registration at the metered address, behind-the-meter electrical work, as well as an on-site inspection.

For commercial customers, Versant proposes two rates (EV Rate 3 and EV Rate 4) that would be available for separately metered Level 2 public and fleet charging for public, municipal, retail, and fleet EVs. EV Rate 3 is based on the Company's current BHD Rate B1 (General Service Rate) but expands the allowed billing demand limit from 25 kW to 50 kW. Versant's EV Rate 4 is based on Versant's current General Service Rate (Rate C) in the MPD. Under Rate C, load may not exceed 50 kW during any two consecutive months November through March and may not exceed 400 kW in any month. For EV Rate 4, Versant proposes to eliminate the 400kW limit as it does not expect this to be an issue for Level 2 chargers. In addition, Versant proposes seven new rates (EV Rates 5 – 11) that track its existing rate classes in the BHD (Rates M1, M2, and D4) and MPD (Rates ES, EP, EST, and EPT) but that replace the non-coincident peak charge with a coincident peak charge. Versant notes that this rate design will provide a price signal to customers to encourage charging at times other than the coincident peak.

## **C. Consumer-Owned T&D Utilities**

As indicated, many of the COUs requested a waiver from the requirement to file proposed EV charging rates. Chapter 402 provides no authority for the Commission to grant waivers.

FIEC stated that its operations and business strategies are consistent with the State's carbon emissions goals but that it currently lacks the technology and data to create the requested EV rates. FIEC is in the process of upgrading its metering, system analysis and rate design. FIEC plans move towards a system that would support more targeted EV charging rates. FIEC also points out that in 2020, over 65% of its energy mix was renewable and that its annual GHG emissions are lower than the 45% goal established in Title 38, section 576-A. For now, FIEC, like the other COUs, proposes to simply amend existing rate schedules to allow for EV charging.



EMEC states that there is a very low EV adoption rate in its territory and that it would need more information before designing rates so that it could do so efficiently. While it states that it would prepare EV charging rates consistent with the rate design principles, for now it simply proposes to amend existing rates to provide for EV charging. Currently, 86% of EMEC's electricity supply is renewable.

The other COUs similarly propose to amend existing rates for their various rate classes to provide for EV charging. MEW points out that 100% of its electricity supply comes from the 4.3MW solar array in Madison. HWC states that its standard offer is 86% renewable.

## **D. Comments of Non-utility Persons**

Several parties offered comments on the proposals of the T&D Utilities. We summarize those here.

### **1. Efficiency Maine Trust**

EMT identifies two key objectives for design of electricity rates. The rates must be as affordable as possible and rate design intended to support Maine's shift to beneficial electrification must be scalable and sustainable. EMT notes that Maine is in the early stages of this transition, with technology improving and becoming less expensive.

With respect to the proposed rate schedules, EMT expresses concerns that demand charges can impede the rapid adoption of EV and supports the efforts of the utilities to present rate schedules that reward customers who charge during off-peak periods. This can be helpful so long as the rates do not confuse customers. EMT expects to be able to help subsidize the costs of EV chargers using approximately \$19 million allocated to Maine from the Infrastructure Investment and Jobs Act.

### **2. Competitive Energy Services**

CES opposes any rate design where the retail rate is a function of a specific end use. With advanced metering infrastructure (AMI) and its ability to measure usage in small time increments, this type of rate design is obsolete. Rates should be based on the costs to the utility of serving the customer. CES states that customers should receive targeted price signals that allow customers to avoid high costs during peak usage. CES finds that CMP's proposed rate schedules with revised TOU periods does not go far enough and would further narrow the peak period. CES also approves of CMP's proposal to use the demand charge associated with the customer's average grid demand during CMP's monthly regional peak, otherwise known as coincident peak (CP), to set the transmission portion of the customer's rate in connection with its existing Level 3 charge rate (Rate B-DCFC).

CES does not believe CMP should require separate meters for EV charging for the expanded B-DCFC rate without at least amending the language of the tariff, arguing that it could lead to double charging under certain circumstances. CES argues that rather than requiring separate meters, there could be “whole facility” rate classes available for EV charging (and other end uses like battery storage and heat pumps) for CMP’s larger classes.

CES recommends that Versant’s proposed TOU periods are too broad to reasonably use an EV demand charge. CES also strongly suggests that Versant provide near real-time web information about actual system loads to customers seeking to understand and use TOU rates for EV charging.

### **3. Conservation Law Foundation**

CLF voiced strong concerns about the effect of excessive demand charges as a barrier to expansion of EV charging, saying that the nature of fast chargers does not allow for response to price signals. CLF also expressed concern that charger site hosts be able to earn a return, especially in the near term where the prevalence of EVs on the road is low.

CLF underlined the necessity for statewide implementation of affordable chargers, including in relatively remote areas served by COUs.

### **4. ChargePoint**

ChargePoint cites the importance of simple and predictable cost-based rates with appropriate price signals. Citing the lack of price elasticity at public Level 3 stations, ChargePoint recommends minimizing demand charges. Demand charges can have the effect of creating “charging deserts” where EV charging infrastructure development lags the rest of the region.

ChargePoint expresses concern about Versant’s “whole house TOU rate,” noting that smart EVSE (electric vehicle supply equipment) has embedded metering functions that can be used instead of a second meter.

ChargePoint supports Versant’s commercial Level 2 charging rates but expresses concerns about Level 3 charging rates. Providing an incentive to charge at night is, according to ChargePoint, a disincentive for commercial operations to move to EVs.

ChargePoint believes that Versant’s peak period is too long to provide appropriate price signals to drive behavior. With many EV users, however, behavior can be inflexible and so a rate that accounts for the customer’s need for flexibility will lead to faster EV adoption rates.

ChargePoint expresses concern with CMP's TOU rates. While it supports the proposed change in the TOU periods, it says more work is needed given the impact on customers currently using the rate.

For Level 3 chargers, ChargePoint is concerned about the ability of customers to move to off-peak to avoid the high demand charges and recommends further work to create rates more in tune with commercial customer's EV needs. Otherwise, EV adoption will be slow.

## **5. The Transit Agencies**

The Greater Portland Transit District (METRO) and the Biddeford Saco Old Orchard Beach Transit District (BSOOB)(collectively the "Transit Agencies") will soon be doing EV pilots for their fleets of buses in order to compare EV operating costs with standard diesel buses. Under CMP's current rate design, it appears that diesel will remain less expensive.

Because the Transit Agencies must run their buses all day, and because current EV technology for buses does not allow daylong operation on a single overnight charge, these buses must charge up at some points during the day. This means they may not be able to avoid charging during peak times. Thus, the Transit Agencies welcome CMP's proposed B-PTEV rate that would no longer make demand charges subject to the coincident peak because this makes the rate more predictable. Nevertheless, modeling performed for the Transit Agencies points to diesel buses still being cheaper to operate.

## **VI. Commission Recommendations**

The Commission recommends that EV rates be designed to reflect the underlying cost of T&D service applicable to EV charger usage taking into account key differences among EV charger demand profiles for different charger levels. Additionally, for practical reasons and to encourage and support the use of EVs in Maine, the Commission recommends that EV charger rates be designed with consideration of real-world factors related to expected or typical customer usage patterns.

The parties participating in the Commission proceeding described above appear to be in general agreement with these principles. In addition, the commenting parties stress the importance of (i) encouraging EV charger usage during off-peak times, (ii) ensuring rates that are affordable, and (iii) maintaining focus on the long-term goal of electrification in the heating and transportation sectors, which, among other things, requires focus on the efficient use of the grid. The parties also advocate the use of rates that are generally/broadly applicable as opposed to rates that would be designed and targeted for specific end-uses, e.g., EV charging.

Designing electricity rates that are “cost-based” is a basic and well-accepted premise of utility rate design guided by several relevant principles, most notably, economic efficiency and equity. To achieve outcomes consistent with these principles, rate design decisions generally involve some degree of reliance on “cost of service studies” to provide information about the cost and cost drivers of various components of utility service. Rate design decisions, however, also involve consideration and application of judgement about factors such as equity among, and understanding/acceptance by, customers as well as the administrative costs and benefits associated with changes to billing systems.

As described above, parties in the pending Commission EV-related rate design proceedings (Docket Nos. 2021-00198 and 2021-00325) have presented a suite of rate design options and a broad set of perspectives related to EV rate design. Moreover, the ongoing “beneficial electrification” pilots (Docket No. 2019-00217) and EMT programs are expected to provide useful information to guide and refine EV rate design over the next few years. Thus, the Commission recommends continuing these processes, most notably, the pending rate design proceeding, with an expectation that it would establish EV rate design principles and resulting rates sometime later this year. Finally, given the clear policy direction described in Section II, as well as the ongoing legislatively established proceedings described above, the Commission does not anticipate the need for additional statutory direction or authority at this time.